

BUILDING PERMIT APPLICATION

SWIMMING POOL PERMIT

Office Use Only
PERMIT NO. _____

CODE ENFORCEMENT OFFICE
6 SOUTH PARK STREET
CLYDE, NY 14433

Office Use Only
PERMIT FEE: _____

(315) 923-3971 (Village of Clyde)

(315) 923-7259 (Town of Galen)

IMPORTANT INFORMATION: This is an application for a permit to install, modify, remove or replace a swimming pool, hot tub or spa. **Instructions for completing this application are found on Page 3. Code information is on Page 4.**

PROPERTY LOCATION: _____
(Street Address)

PARCEL TAX ID#: _____ - _____ - _____

OCCUPANCY TYPE: ☐ Residential ☐ Commercial ☐ Other

TYPE OF PROPOSED WORK:

(Check all that apply)

☐ New ☐ Modification ☐ Replacement ☐ Removal / Abandonment

DESCRIPTION OF WORK (see Page 2)

(Check all that apply)

Pool Type: ☐ Above-ground ☐ In-ground ☐ Storable
☐ New ☐ Used ☐ Heated

Pool Shape and Dimensions: ☐  _____ ft. diameter ☐  _____ x _____
Max. Depth: _____ ft. ☐ Other: _____

Pool Barrier Enclosure: ☐ Above-ground pool with rigid sidewall 4'+ in height (w/removable ladder)
☐ Fence 4'+ in height surrounding pool (w/ self-closing, self-latching gates)
☐ House wall is part of enclosure (w/ door alarms and/or power-operated pool cover)
☐ Safety cover conforming to ASTM F 1346 (**Spas and Hot Tubs only**)

Pool Deck: ☐ None ☐ Built-in ☐ Site-built **Material:** _____

Deck Height: _____ ft. **Deck Dimensions:** _____

TOTAL COST OF ALL WORK (includes cost of pool, excavation, electrical wiring, fence, alarms, etc.): \$ _____

PROPERTY OWNER (Name, Address, Phone): _____

APPLICANT (Name, Address, Phone): _____

CONTRACTOR (Name, Address, Phone): _____

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my knowledge. The undersigned invites representatives of the Village of Clyde and / or Town of Galen to make reasonable inspections and investigation of the subject property during the period of construction. The undersigned understands that the granting of a permit does not authorize violation of any state or local law.

APPLICANT SIGNATURE: **X** _____

DATE: _____

OFFICE USE ONLY

APPROVED BY: _____ APPROVAL DATE: _____

PLOT PLAN

(Use separate sheet if necessary)

SITE LOCATION STREET ADDRESS: _____

TAX PARCEL ID #: _____ - _____ - _____

REAR PROPERTY LINE



FRONT PROPERTY LINE

Scale: _____ = _____ ft.

1. Draw all lot lines.
2. Show all existing and proposed structures, buildings and additions (including eaves, cornices, porches, chimneys, decks, sheds, etc.).
3. Show dimensions of all buildings.
4. Show distance from all sides of buildings to all property lines in feet.
5. Draw any ponds, streams and wetlands on your property.
6. Indicate location of wells, septic systems, and overhead electric wires.
7. Draw NORTH arrow.
8. Indicate SCALE in feet.

INSTRUCTIONS

The owner, builder or agent shall complete the application form down through the Signature of Applicant block and submit it to the Code Enforcement Office. Permit application data is used for assessment purposes, statistical gathering, and for zoning and code administration. Please DO NOT write in the sections marked "Office Use Only".

PAGE 1

- Fill in all blanks. If certain information is not available or not applicable, write "NA" in the space provided.
- Estimated Cost – include the total cost of construction, including materials and market rate labor.
- Fill in the owner's current Mailing Address and Telephone Number
- Check off the Type of Proposed Work. If more than one type of work is involved, check all types that apply.
- Provide a brief description of each of the work that will be done.

PAGE 2

- A plot plan must be submitted with this application, showing the location of the proposed pool, hot tub or spa and its distance to structures and lot lines. Also indicate all other pertinent information including but not limited to the location of septic systems and overhead power lines.

PAGE 3 (This page) Instructions for completing this Application, Permit Conditions.

PAGE 4 Insurance and Environmental Certifications.

PERMIT CONDITIONS

1. This permit conveys no right to occupy any street, alley or sidewalk or any part thereof, either temporarily or permanently. Encroachments on public property not specifically permitted under the building code, must be approved by the authority having jurisdiction. Construction dumpsters must be placed on private property unless approval has been obtained from the authority having jurisdiction for a dumpster in the public right-of-way.
2. The applicant, owner, and / or operator of the property address under this permit, hereby consent to all necessary inspections made by the Code Enforcement Office. The Code Enforcement Office reserves the right to reject any work which has been concealed or completed without first having been inspected and approved. Any deviation from the approved plans must be authorized by the approval of revised plans. This revision approval must be obtained prior to the proposed changes being made in the field. All work shall conform to State and Local codes, rules and regulations.
3. Permits become invalid if construction work is not started within six months from the date the permit is issued, and expire eighteen months from the date the permit is issued.
4. Permit applicants shall submit proof of Workers Compensation & Disability Insurance coverage, or exemption.
5. A Certificate of Compliance shall be obtained prior to use of the swimming pool, hot tub or spa.
6. Due to the safety requirements for pool wiring, the Code Enforcement Office strongly recommends that all electrical work be completed by a qualified electrical contractor. All electrical wiring must be inspected and approved by a 3rd-party electrical inspection agency. No Certificate of Compliance will be issued prior to electrical safety approval.

NOTE 1: Typical pool wiring handouts are available from the Code Enforcement Office.

NOTE 2: Pool pumps and heaters must be provided with time switches.

SWIMMING POOL PERMIT FEE SCHEDULE

Village of Clyde: \$35.00 (all pools, hot tubs and spas)

Town of Galen: \$35.00 (all pools, hot tubs and spas)

**STATEMENT OF WORKERS COMPENSATION
(HOMEOWNER)**

Under penalty of perjury, I certify that I am the owner and occupant of the residence listed on the building permit I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because **(please check one)**:

- ☐ I am performing all the work for which this building permit is issued.
- ☐ I am not hiring, paying or compensating in any way, the individual(s) that is (are) performing all the work for which this building permit is issued or helping me perform such work.
- ☐ I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which this building permit is issued.

I agree to acquire Workers' Compensation coverage and provide appropriate proof of that coverage if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite); **OR** have a general contractor, performing the work listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on this building permit.

Signature of Homeowner

_____/_____
Date Signed

Homeowners Name Printed

**STATEMENT OF WORKERS COMPENSATION
(CONTRACTOR)**

As the contractor of record for this permit application, I understand that I am responsible for proof of Workers' Compensation or proof of Exemption from Workers Compensation. I agree I will provide proof of Workers Compensation or proof of Exemption to the Code Enforcement Office **prior to starting work**. I understand that the proof will be filed for 1 year, and that failure to provide proof may result in a **stop work order** and/or **revocation of the building permit**.

Signature of Contractor

_____/_____
Date Signed

Contractors Name Printed

☐ Certificate on File (within last year)

**STATEMENT OF ENVIRONMENTAL CONCERN
(PERMIT APPLICANT)**

This Statement confirms that I have read and been made aware that the New York State Department of Environmental Conservation requires a State Pollution Discharge Elimination System Permit (S.P.D.E.S.) be obtained for disturbance of property greater than one (1) acre; this is to include driveways, location of buildings, etc. For more information, contact the NYSDEC Regional Office at (585) 226-2466.

Signature of Applicant

_____/_____
Date Signed

Applicant Name Printed

REQUIREMENTS FOR POOL BARRIERS

The *Residential Code of New York State* and the *Building Code of New York State* regulate the construction of pool barriers. Several options are available:

- A min. 48" high barrier must surround the pool area. The barrier can be made using various methods including masonry, wood, or metal. Whatever method is used, it must not allow passage of children through the barrier as well as be constructed to prevent climbing.
- For above-ground pools, the side wall of the pool itself may serve as part of the barrier as long as the walls are rigid, are at least 48" above the ground, and the access ladder is secured. A barrier can be placed on top of the pool if it doesn't make quite make the 48" by itself.
- When the wall of a building serves as part of the barrier, a power-operated pool cover or the installation of door alarms is required.

The following minimum dimensions must be adhered to when building a pool barrier:

- The space between the bottom of the barrier and grade may not exceed 2"
- The space between vertical members cannot exceed 4"
- The maximum mesh size for chain link fencing is 2-1/4"
- Where a barrier is composed of both vertical and horizontal members, the spacing between horizontal members must be at least 45". If the spacing of horizontal members is closer than 45", the horizontal members must be located inside the barrier, and vertical members must be not more than 1-3/4" apart.

TEMPORARY BARRIERS

- During construction, for up to 90 days, pools are permitted to have a temporary barrier at least 48" high.

DO GATES AND FOLDING LADDERS HAVE TO BE LOCKED?

- Yes. Pool barrier gates and ladders must be locked with a padlock or combination lock when not in use. Gates must be self-closing and self-latching.

LATCH RELEASES

Gate latches must be either:

- A minimum of 54" above a standing surface, or
- On the pool side, at least 3" below the top of the gate, a minimum of 40" above a standing surface, and cannot have openings greater than 1/2" within an 18" radius of the latch.

POOL ALARMS

- Every swimming pool which is substantially altered, installed or replaced must be equipped with a pool alarm. The alarm device must be capable of detecting a child entering the water and must sound an alarm at poolside and another approved location. Pool alarms must comply with the ASTM F2208 safety standard. The required alarm cannot be one worn by a person.

BODY ENTRAPMENT

- Pool and spa suction outlets shall have a cover conforming to ANSI / ASME A112.19.8, or an 18"x23" drain grate or larger, or an approved channel drain system. Pump circulation systems shall have at least 2 outlets separated horizontally by 3'

ENERGY CONSERVATION

- Pool pumps and heaters must be equipped with time switches that can automatically turn them on and off.