REQUIREMENTS
FOR
SWIMMING POOLS, SPAS AND HOT TUBS

PERMIT REQUIREMENTS:

Permits are required for all permanent and temporary pools, spas and hot tubs having a depth of 24 inches or more. To obtain a permit for a new or replacement pool, spa or hot tub, the following information is required to be submitted along with a completed permit application to the Building Department for review:

- Address of work site
- Name, address, phone number of owner
- Who will be doing the work, contractor or homeowner?
- Description of work to be done (i.e. aboveground pool, in-ground pool, hot tub, size of unit, attached deck, etc.)
- Estimated cost of project
- Current certificate of insurance for general liability and worker's compensation for the contractor

Note: The State of New York requires the Town/Village to have on file a current certificate of insurance for general liability and worker's compensation (if required) for the contractors before we can issue the permit.

PLOT PLAN:

When an application for a permit is made, it must be accompanied by a tape location or instrument survey map, which shows:

- Outline of the property
- Location of all buildings or structures
- Where the proposed pool will be located, including distances from the pool to the building and to the front, rear and side lot lines, and the size of the pool
- Location of any overhead wires on the property
- Location of proposed power source
- Trench location for power source and all required power receptacles for the pool

SETBACK REQUIREMENTS:

TOWN
No swimming pool shall be closer to the street or front lot line than the front of the building or structure to which the pool is an accessory use.

The setbacks from the side and rear lot lines shall be at least 15 feet

Village
Setback requirements vary depending on what zoning district you are located in, ask the Zoning Officer for this information.

Town/Village
Also, aboveground pools may not be closer than 10 feet from any basement; in-ground pools may not be closer than 15 feet. Pools may not be located in easements without first obtaining a release from the easement holder.

OVERHEAD ELECTRICAL WIRES:
The National Electrical Code requires that all pools must be at least 10 feet from overhead electrical wires.

DISTANCE FROM A WELL OR SEPTIC SYSTEM:
A pool must be located at least 20 feet from any active well or septic system, leach lines, etc.

WATER SUPPLY:
No fixed or direct connection may exist between the pool and the potable water supply.

DRAINAGE:
No drainage of pool water is permitted to a sanitary sewer or onto adjacent property.

ADDITIONAL REQUIREMENTS FOR SWIMMING POOLS, SPAS, AND HOT TUB PERMITS:

- The permit fee is $55.00 Permit is valid for 3 months.
- A refundable escrow fee of $150.00 is required. The deposit will be returned when final inspection is complete within the time frame of the permit issued. Applicant forfeits the deposit and must take out another 3 month permit along with a new $150.00 escrow fee if permit expires.
- A re-inspection fee of $35.00 will be imposed if an applicant calls for an inspection and the work is not complete at the time of inspection.

SAFETY DEVICE:

Floating / Wave Sensor:
This is a pool alarm that is required. Pool alarms are required on residential or commercial pools installed, constructed or substantially modified after December 14, 2006. The alarm must ring at the pool location and a remote alarm must ring within the residence. The alarm must be permanently attached to the pool structure and operate correctly at the time of final inspection.

Time Clocks:
Time clocks shall be installed so that the pump can be set to run in the off –peak electric demand period and can be set for the minimum time necessary to maintain the water in a clear and sanitary condition in keeping with applicable health standards.

DECKS:
Pools with attached decks must also conform to the applicable requirements for decks.

ELECTRICAL INSPECTION:

An electrical inspection is required for your pool once it has been installed. An underground/rough inspection is required as well as a final inspection. These inspections are made by the following agencies listed below:

New York Electrical Inspection Agency
Fritz Gunther, Inspector
585-436-4460, www.InspectNY.com

Middle Department Inspection Agency
Steve Haak, Inspector
585-729-4649, stevehaak@ymail.com

Commonwealth Electrical Inspection Service
Bill Schell, Inspector
585-746-7030

Final electrical inspection certificates are required by the Building Department before a Certificate of Compliance can be issued.

FINAL INSPECTION:

Once the pool has been installed and the electrical inspection has been completed, you are ready to schedule your final inspection. Call the Building Department at 597-4999 to make an appointment. It is not necessary to be home at the time of the inspection as long as the Building Inspector has access to the area and the electrical inspection sticker.

Upon successful completion of this inspection, a Certificate of Compliance will be mailed to you within 10 days. If you have not received this certificate, please contact us.

Please note: The pool, spa or hot tubs are not to be used until all Inspections have been successfully completed.

BARRIER REQUIREMENTS:

ACCESS GATES:

Any gates to be provided for an enclosure must be self-closing and self-latching and shall be securely locked when the pool is not in use.

- With the exception of spas or hot tubs with an approved safety cover, and pools at least 48 inches high measured from the surrounding grade, all swimming pools must be enclosed.
- The barrier or enclosure must be at least 48 inches above the surrounding grade, measured on the side facing away from the pool.
- Any openings in the barrier cannot allow passage of a 4-inch diameter sphere.
- Maximum mesh size for chain-link fences shall be 1.25 inches square.
- The wall of a dwelling is permitted to serve as part of the enclosure, provided that the pool is equipped with an approved safety cover, or all doors with direct access to the pool are equipped with an alarm that sounds when the door is opened, or other adequate means of protection are provided.
- The barrier must be able to withstand prescribed side and down loading pressure as determined in the State Building Code.

PHONE: 315-597-4999

FAX: 315-597-5550
TDD: 1-800-662-1220

PALMYRA
BUILDING PERMIT APPLICATION

1180 CANANDAIGUA ROAD, PALMYRA, NY 14522

APPLICATION FOR:

- ☐ BUILDING PERMIT
- ☐ FENCE PERMIT
- ☐ SIGN PERMIT
- ☐ POOL/SPA PERMIT
- OTHER _____

REASON:

- ☐ NEW CONSTRUCTION
- ☐ ADDITION
- ☐ ALTERATION
- ☐ RENOVATION
- ☐ OTHER _____

APPLICANT: _____

ADDRESS: _____

☐ **OWNER** ☐ **CONTRACTOR** ☐ **AGENT:** _____

OFFICIAL USE

Fee _____

Date Paid _____

ZONING DISTRICT

☐ AGRICULTURAL ☐ RESIDENTIAL

☐ COMMERCIAL ☐ INDUSTRIAL

NOTE: Building Permit Fee plus a $150.00 Escrow fee is charged for each permit. Escrow fee refunded upon completion of project provided all required inspections have passed and the permit has not expired. Permits may be renewed one time for a six month extension (escrow held over).

BRIEF DESCRIPTION:

_____

_____

ESTIMATED COST: _____ Email _____

OWNER: _____

ADDRESS OF SITE: _____

I, the property owner or agent, hereby consent to the above application and I hereby certify that I have read the following instructions and examined this application and known the same to be true and correct. All provisions of laws and ordinances covering this type of work will be completed whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the construction or use of a structure. I, the property owner or my agent, grant access to the property and/or the structure being constructed altered, for all requited inspections, during the start to finish of construction during normal business hours.

SIGNATURE: _____ **DATE:** _____ **PHONE:** _____

OFFICIAL USE

APPLICATION FOR BUILDING PERMIT IS _____APPROVED _____DENIED

REASON IF DENIED: _____ ACTON REQUIRED: _____

_____ _____

ZONING ENFORCEMENT OFFICER DATE

This is an Equal Opportunity Program • Discrimination is prohibited by Federal Law.
Complaints of discrimination may be filed with the secretary of Agriculture, USDA, Washington, DC 20250-0700