

SWIMMING POOLS

What is required to obtain a swimming pool permit?

An application for building permit must be submitted to the building department with a plot plan showing the location of the house and the pool. Distances from the pool to the house and side and rear property lines should also be indicated. The Building Commissioner must approve the plot plan and a copy of construction drawing, or if above ground, a brochure describing construction detail before a permit is issued.

How long is the review process?

It generally takes 3-4 business days for a permit to be reviewed. When the permit is ready to be issued, the applicant will be notified by phone.

How much does the permit cost?

The permit fee for the pool is \$30.00. The contractor or owner must post a \$300.00 cash bond until the final inspection is approved by the Division of Building. An electrical permit for the pool wiring must also be pulled and costs \$30.30.

What is the process to have my \$300 cash bond returned?

After final inspection and approval of pool and electrical work, the inspector will make note the bond can be returned. Paperwork will be sent up to the Finance Department, who will then send a check to the person or company that posted the bond. This process can take about two weeks.