

Pool Enclosure/Hot Tub Permit Application

For Office Use Only	Application/Permit Number:	Roll Number: 4341-
	Date Received:	Date Issued:
	Building Permit also required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Plumbing required? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, select project <input type="checkbox"/> Deck <input type="checkbox"/> Accessory Building <input type="checkbox"/> Other, please specify:	

Applicant to complete the following:

Project Information	Installation of:	Construction Value:
	<input type="checkbox"/> In-ground Pool <input type="checkbox"/> Hot Tub <input type="checkbox"/> Above Ground Pool	
	<input type="checkbox"/> Inflatable/Temporary Pool	
Minimum height of pool wall (above ground or temporary):		

Property Information	Project Address:
	Legal Description:
	Property is within a plan of subdivision? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the lot grading been certified? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Note: Lots within a plan of subdivision that <u>have not been certified</u> will require plan approval from the subdivision engineer at time of permit submission.

Applicant/ Agent Letter of Agent required if applicant is not owner.	Name:	E-mail Address:
	Company Name:	
	Address:	Postal Code:
	City/Town/Village:	Province:
	Phone:	Cell:

Property Owner <input type="checkbox"/> Same as Applicant	Name:	E-mail Address:
	Company Name:	
	Address:	Postal Code:
	City/Town/Village:	Province:
	Phone:	Cell:

Contractor <input type="checkbox"/> Same as Applicant	Name:		E-mail Address:	
	Company Name:			
	Address:		Postal Code:	
	City/Town/Village:		Province:	
	Phone:	Cell:	Fax:	

General Pool Requirements

The following list is intended to remind applicants of some of the general requirements for pools. It is not intended to replace or supersede other Municipal requirements. Please review and then sign the application.

My application and drawings include:

1. Completed "Swimming Pool Application Form"
2. Letter of Agent (if applicant is someone other than the owner)
3. Site Plan including:
 - Location and dimension of the property lines
 - Location of the pool, pool deck
 - Location of all buildings on site
 - Location of pool pump, water circulating and treatment equipment including distances to property lines and buildings
 - Location, type (material) and height of fence (existing and/or proposed)
 - Location of Gates (indicate self-closing)
 - Location of easements
 - Location of existing drainage patterns (location of existing swales and catch basins).
 - Location of septic system (tank, pipe, bed and mantle) and distance to proposed pool (if applicable)

Note: We recommend utilizing a lot grading plan or survey as the base for your site plan. Please remember to include all structures or appurtenances (e.g. pool pump, heater etc.).

I acknowledge that:

1. Minimum height of enclosure (e.g. fence), shall be 48" (1.2m) and shall not facilitate climbing.
2. Temporary snow fencing will be permitted as a temporary fence for a **maximum of 10 working days provided** it meets minimum height requirements and is soundly erected with posts.
3. Pools shall not be filled beyond 18" (45cm) of water without first obtaining the necessary approval of the Building Department or By-Law Department.
4. Hot tubs, whirlpools, spas etc. shall include a tight fitted cover and must be lockable. In the absence of a cover, such hot tub, whirlpool or spa shall be equipped with a pool fence or enclosure in accordance with the fence and hedge by-law.
5. For above ground pools taller than 48" (1.2m) in height, where the intent is to use the pool walls as the required enclosure, access to the pool must be restricted by way of removable ladders or lockable access.
6. No person shall alter existing grades. No person shall negatively impact adjacent properties by causing erosion, ponding, increased ponds of storm water or allow any additional water flow to neighbouring properties. Installation of drainage piping, catch basins, drywells, French drains etc. will require prior approval from the Township in addition to submission of a Lot Grading Plan done by a lot grading engineer, Ontario Land Surveyor (OLS) or architect. This grading plan shall be certified by the designer upon completion of all work.
7. A potential hazard exists where any embankment, retaining wall, fence, structure or pool equipment is located within 48" (1.2m) of a pool fence or enclosure. Ensure that pool fence/enclosure is located at least 48" (1.2m) from such potentially climbable hazards.
8. Protect your septic bed from construction traffic.
9. The issuance of a pool permit does not provide clearances or permission to occupy a public roadway for construction. Nor does it provide permission to provide temporary or permanent driveways to facilitate construction. Should the use of a new driveway or roadway be required, I hereby acknowledge the necessary application and permits will be obtained prior to construction from the Public Works Department.

Questions?

Declaration:

1. I hereby certify that I am the legal owner or authorized agent of the owner, and that the above information is true and correct to the best of my knowledge.
2. I declare that there are no restrictions or covenants that prevent the issuance of a permit described in this application.
3. I have reviewed the general and acknowledgment information and will ensure that all requirements are met.
4. Notwithstanding the Municipal Freedom of Information and Privacy Act, I hereby consent to the disclosure of any Information acquired by the Municipality in the processing of this application or publication of reports.

<i>Signature of Applicant</i>	<i>Date</i>

For office use only Approvals	Approvals by:	Signature	Date
	Planning & Zoning:		
	Building Services:		
	Other – please specify:		
	Chief Building Official or Designate		

Updated: December 24, 2020