

Village of Port Dickinson

Building Inspector

786 Chenango St

Binghamton, New York 13901

Pool Permit Application Checklist

1. Completed Application Signed By Contractor and the Home owner.
2. Property Owner's Statement Signed and Notarized.
3. 2 Copies of Plot Plan showing proposed placement location with measurements to all structures. Pool setbacks are as follows a minimum of 5 Feet from the side and rear property lines. If the property owner plans on placing the Pool at or near the minimum setbacks, the property owner shall clearly identify the property marking pins. If the pins are not available the property owner shall provide a certified survey of the property. The pins shall be visible for the Building Inspector upon the inspection of the property, if not the application will be denied. (*See Sample*)
4. Contractors Liability Insurance with the Village named as Certificate Holder.
5. Contractors Workman's Compensation Insurance with the Village named as Certificate Holder. Form U26.3 or C105.2 or sole proprietor from NYS Workman's Compensation Form CE-200 obtained from the NYS work mans comp office (www.wcb.state.ny.us)/ Home owners must supply a BP-1 form.
6. 2 Copies of Detailed Drawings of the proposed pool with a list of materials being used.
7. Filter information
8. Alarm Information See Additional Info from NYS attached
9. Barrier Information
10. Information about the electric that will supply power to the pump/Filter
11. Stake off the area for the proposed pool prior to submitting the application.

A site visit will be conducted prior to the issuing of a permit by the Building Inspector;

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Office Use Only
Created 03/24/08
Approved / Denied

Date _____

Permit # _____

Fee _____

Zoning _____

Village of Port Dickinson

Building Inspector
786 Chenango St
Binghamton, New York 13901

Pool Permit

Name
Address

Phone #
Cell Phone#
Cost of Construction
Tax Map #

Contractor Name
Address

Phone #
Cell Phone #

I _____ Understand I must Adhere to the laws of the Village of Port Dickinson

And The N.Y.S. Building code. I also understand by signing this form I authorize The Village of Port Dickinson Building inspector/or his agent to enter my property at any Time to Confirm the information contained and to Inspect during construction.

I understand I cannot use the pool without a certificate of occupancy.

I understand that any changes must be submitted and approved by the building inspector.

Contractors Name (print) _____
Contractor Sign _____ Date _____

Owners Name (print) _____
Owner Sign _____ Date _____

Office Use Only
Created 03/24/08
Approved / Denied

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Permit # _____

Fee _____

Zoning _____

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Property Owner Statement

I _____ as the property owner of _____
Tax Map # _____. Either I or my representative is
applying for a permit to construct _____ on this property.

This information is true and correct, any changes, additions or omissions
may void the permit and necessitate the submittal of a new application.

Initial _____

The structure listed in this application cannot be occupied until the Building
Inspector issues a Certificate of Occupancy. The structure must meet all
New York State Building Codes and be fully completed. Initial _____

This project may be inspected at any time by the Building Inspector without
prior notice. If there are any required inspections all work will cease until
that inspection is complete and the Building Inspector has signed off on that
inspection. Initial _____

Property Owner's Name Print

Property Owner's Signature

Sworn to before me this _____ day of _____, _____

Notary Public Signature

My Commission Expires _____ day of _____, _____

Notary Public Seal

Office Use Only
Created 03/24/08
Approved / Denied

Date _____

Permit # _____

Fee _____

Zoning _____

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Binghamton, New York 13901

Builder/Contractor's Statement

Project: _____

Location _____

I understand that it is the responsibility of my company to build to NYS Building Codes and if there are any questions I will obtain the needed information. Initial _____

I also understand that it my responsibility to research and obtain the required information and not that of the Building Inspector. Initial _____

I understand that it is our responsibility to schedule all inspections. (Prior planning will assist making the project easier for all of us.) The Building Inspector will attach the schedule to the permit. I understand it is my responsibility to notify the Building Inspector prior to any changes in plan or construction. The permit is granted on the information provided and the time of application. If permission is not granted prior to the start of work the permit is revoked. Initial _____

I understand that there will be a complete set of reviewed plans with the Building Inspectors initials available for the Building Inspector's review on site at all times. Initial _____

I understand that a certificate of occupancy will not be issued until the project is completely finished and inspected. Initial _____

I understand that all products will be installed as per the manufacturer's owner manual and that these manuals will be available on the job site. Initial _____

Print name _____

Signed _____

Date _____

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

****This form cannot be used to waive the workers' compensation rights or obligations of any party.****

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowner's 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 the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit 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) for work indicated on the building permit, or if appropriate, file a WC/DB-100 exemption form; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) 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 the building permit.

(Signature of Homeowner)

(Date Signed)

(Homeowner's Name Printed)

Home Telephone Number _____

Property Address that requires the building permit:

Sworn to before me this _____ day of _____, _____.
_____ (County Clerk or Notary Public)

Once notarized, this Form BP-1 serves as an exemption for both workers' compensation and disability benefits insurance coverage.

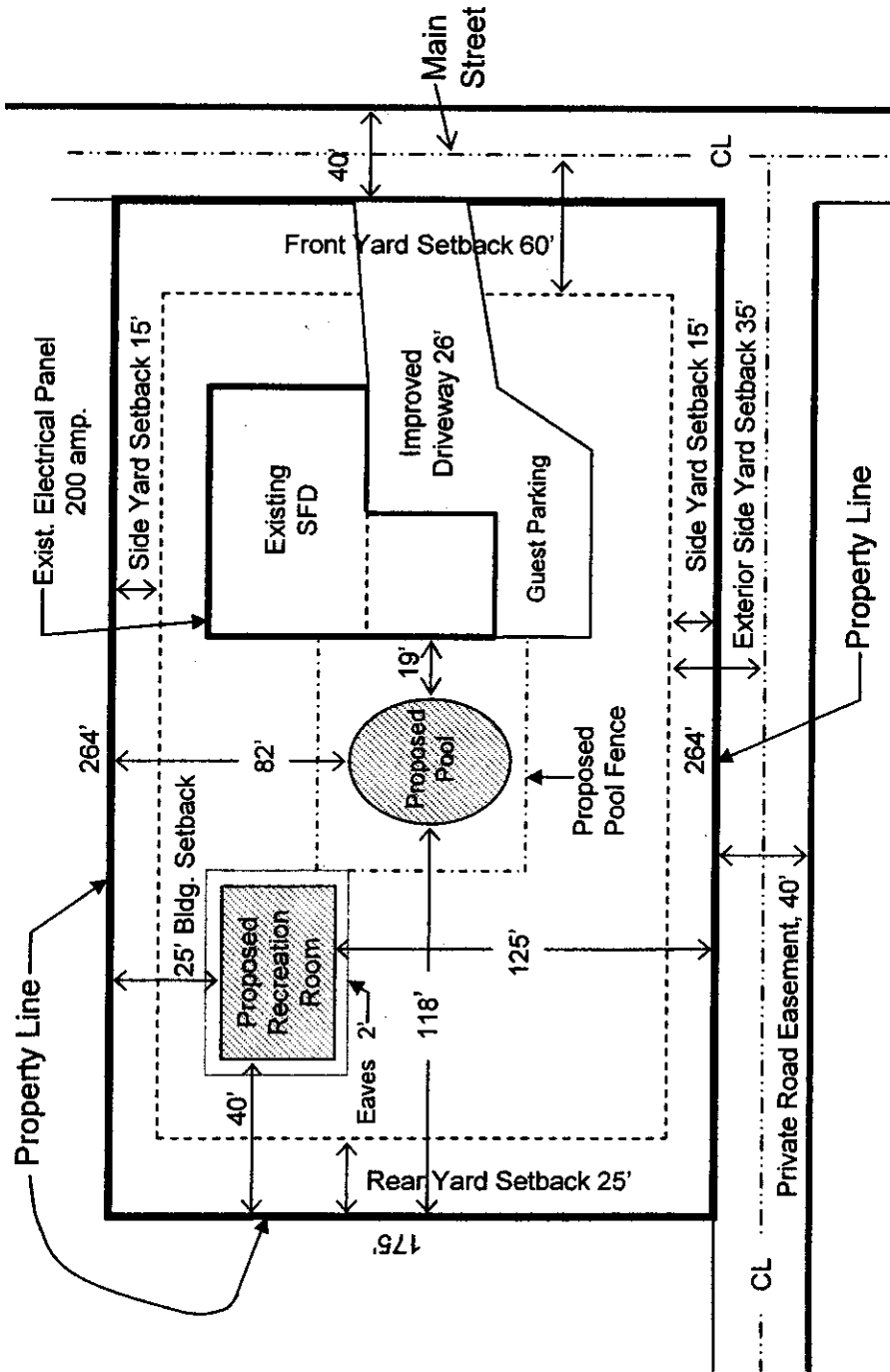
Minimum Plot Plan Information

All Items Listed Below must be shown to scale on the plot plans. If not shown, your plans will be rejected.

1. Two Complete sets of plot plans, minimum sheet size 18x24 (1 will remain with the permit application, 1 will be returned with the permit signed by the inspector as the official copy.
2. Show scale used i.e. (1" = 1 foot)
3. Show North arrow
4. Plot plans must be clear and legible (show entire parcel regardless of size, show all property line dimensions).
5. Show the foot print of all existing and proposed structures to scale, and labeled as either "**Existing**" or "**proposed**" (do not show "**Future**" structures).
6. Identify the use of each structure and include a summary/table of square footages and show location of all existing and proposed electrical services.
7. Indicate the required **Front, exterior sides and rear yard set backs. And building set backs.**
8. Survey pins shall be located.
9. Identify and show location of wells and septic systems.
10. Indicate property owners name, current address and parcel address
11. Indicate Tax Map#
12. Indicate Driveways and parking areas
13. Show all existing easements, roads, streets

This office will expect the quality of the sample shown

Plot Plan Sample



Owner:
 Carl Sample
 123 Sample Street
 Sample Town, US 90000
 Ph. 700-700-7000

Contact:
 Mike Sample
 124 Sample Street
 Sample Town, US 90000
 Ph. 700-700-8000

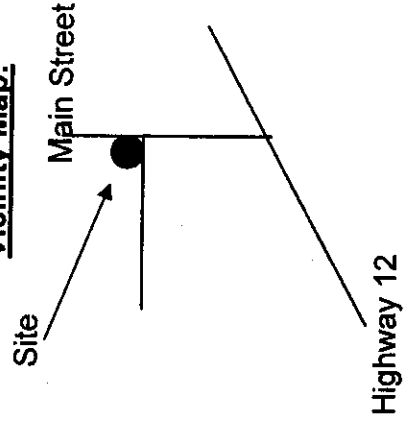
Site Address:
 123 Sample Street
 Sample Town, US 90000
 APN# 500-500-50
 2.8 acres (net)

Summary Table
Existing:
 SFD, 2,500 sq.ft.
 Attached Garage, 800 sq.ft.

Proposed:
 Recreation room, 1,200 sq.ft.
 Pool 850 sq.ft.

North
 Scale 1" = 20'

Vicinity Map:



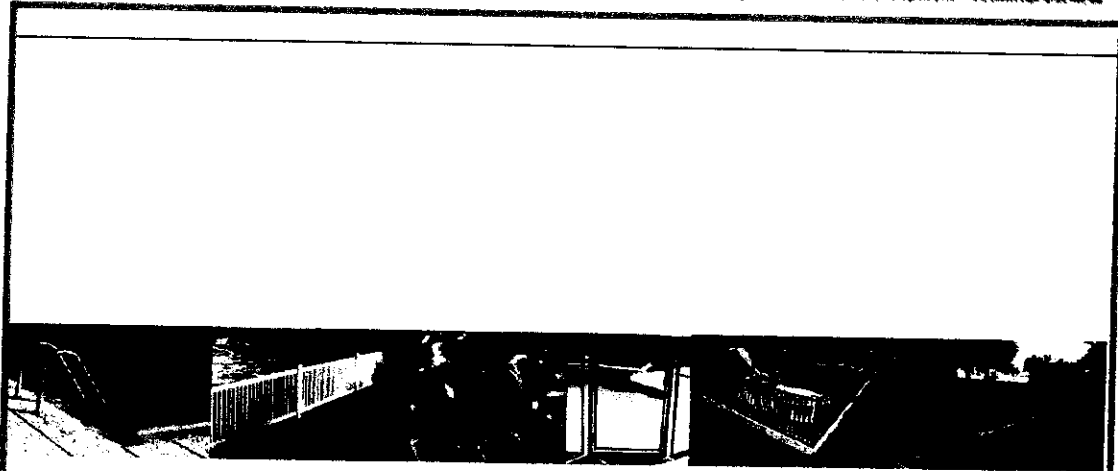
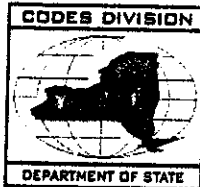
Stormwater Notes:

1. Stormwater BMP's must be shown on the plot plan or on an Erosion Control Plan that is a separate page of the plans. See form DPLU #272 for a sample of how these BMP's must be presented.
2. If a grading or topographic plan is used, the grading and topographic information must not interfere with the clarity and presentation of the plot plan information.

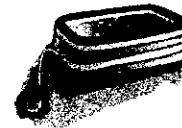


**DEPARTMENT OF STATE
DIVISION OF CODE ENFORCEMENT AND ADMINISTRATION**

General Code Book Laws & Regulations Code Enforcement Technical Services &



**New York State Department of State
Swimming Pool Rules and Regulations**
found in the Uniform Fire Prevention and Building Code
(The "Uniform Code")



"PLEASE NOTE that this webpage is *not* intended to be the document required by Executive Law section 376(6). This webpage includes a brief summary of some, but not all, of the Uniform Code's requirements relating to swimming pools. For a more complete summary of these requirements, as well as a summary of the Uniform Code's other pool-related requirements, please click here www.dos.state.ny.us/code/currpoolreg.htm for the document entitled CURRENT REQUIREMENTS FOR SWIMMING POOLS CONTAINED IN THE STATE FIRE PREVENTION AND BUILDING CODE (THE "UNIFORM CODE") (June 2008). Click here for a PDF version of the CURRENT REQUIREMENTS document.

"Please note also that local laws regarding fencing and other safety requirements for swimming pools may be more restrictive than requirements for swimming pools contained in the Uniform Code. If you are considering the purchase of a swimming pool, you should review the Uniform Code requirements summarized in the CURRENT REQUIREMENTS document and, in addition, you should consult the local laws, ordinances, codes and regulations of the municipality where the pool is to be installed for any further requirements."

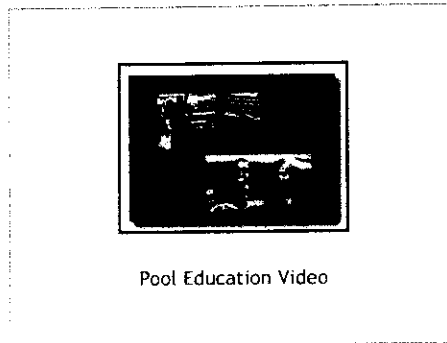
Please contact your local municipality for additional Code and Zoning Requirements. Local laws regarding fencing and other safety requirements for swimming pools

may be more restrictive than requirements for swimming pools contained in the Uniform Code.

The term "Swimming Pool" means any structure, basin, chamber or tank which is intended for swimming, diving, recreational bathing or wading and which contains, is designed to contain, or is capable of containing water more than 24 inches (610 mm) deep at any point. This includes in-ground, above-ground and on-ground pools; indoor pools; hot tubs; spas; and fixed-in-place wading pools

About Pool Alarm Requirements	About Pool Barriers (Fencing) Requirements
Temporary Pool Enclosures	Pool Entrapment Requirements
Other Pool Safety Requirements	Helpful Pool Safety Links

A Detailed Summary of Swimming Pool Safety Requirements can be found in the DOS document titled Current Requirements for Swimming Pools contained in the Uniform Fire Prevention and Building Code (The "Uniform Code") ([htm](#)) ([click here for PDF version](#))



Please contact your local municipality for additional Code and Zoning Requirements. Local laws regarding fencing and other safety requirements for swimming pools may be more restrictive than requirements for swimming pools contained in the Uniform Code.

Please note that this HTML document is an abridged of the summary of the requirements required by law. The complete summary is available [here](#).

www.dos.state.ny.us/code/currpoolreg.htm



Pool Alarms

(BACK)

Brief Summary of Alarm Requirements for Residential Swimming Pools:

Every swimming pool that is installed, constructed or substantially modified after December 14, 2006 must be equipped with an approved pool alarm which:

is capable of detecting a child entering the water and giving an audible alarm when it detects a child entering the water;

is audible poolside and at another location on the premises where the swimming pool is located;

is not an alarm device which is located on person(s) or which is dependent on device(s) located on person(s) for its proper operation.

A pool alarm must be capable of detecting entry into the water at any point on the surface of the swimming pool. If necessary to provide detection capability at every point on the surface of the swimming pool, more than one pool alarm must be installed.

Pool alarms are not required in:

a hot tub or spa equipped with a safety cover or

any swimming pool (other than a hot tub or spa) equipped with an automatic power safety cover

Specific Swimming Pool Alarm Requirements can be found in 19NYCRR Part 1228 or in the DOS document titled "Current Requirements for Swimming Pools contained in the Uniform Fire Prevention and Building Code (The "Uniform Code")"

(BACK)

Please contact your local municipality for additional Code and Zoning Requirements. Local laws regarding fencing and other safety requirements for swimming pools may be more restrictive than requirements for swimming pools contained in the Uniform Code.

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www.dos.state.ny.us/code/currpoolreg.htm



Pool Barriers (Fences)

(BACK)

Brief summary of Barrier Requirements for Outdoor Residential Swimming Pools:

The barrier must completely surround the swimming pool and must obstruct access to the swimming pool.

The barrier must be at least 4 feet (48 inches) high.

In the case of an above-ground pool, the barrier may be at ground level or mounted on top of the pool structure; however, if the barrier is mounted on top of the pool structure, the space between the top of the pool structure and the bottom of the barrier cannot exceed 4 inches.

A building wall can form part of the required barrier. However, where a wall of a dwelling serves as part of the barrier, at least one of the following requirements must be satisfied:

the pool must be equipped with a powered safety cover

all doors with direct access to the pool through that wall must be equipped with an alarm

other means of protection, such as self-closing doors with self-latching devices, which are approved by the governing body

In the case of an above-ground pool, the pool structure itself can serve as a part of the required barrier, provided that the pool structure is sufficiently rigid to obstruct access to the pool. However, where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps, then:

the ladder or steps shall be capable of being secured, locked or removed to prevent access, or the ladder or steps shall be surrounded by a barrier

when the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter sphere.

Barriers shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.

Specific Barrier requirements can be found in the DOS document titled "Current Requirements for Swimming Pools contained in the Uniform Fire Prevention and Building Code (The "Uniform Code")"
Barrier requirements for One-and Two-Family Dwelling Swimming Pools can be found in Appendix G, Residential Code of New York State
Barrier requirements for Residential Swimming Pools can be found in Chapter 31, Section 3109, Building Code of New York State
Barriers requirements for Public Swimming Pools can be found in Chapter 31, Section 3109, Building Code of New York State

(BACK)

Temporary Pool Enclosures

(BACK)

Brief summary of Barrier Requirements for Temporary Pool Enclosures:

During the installation or construction of a swimming pool, the swimming pool must be enclosed by a temporary enclosure. The temporary enclosure may consist of a temporary fence, a permanent fence, the wall of a permanent structure, any other structure, or any combination of the foregoing. However:

- all portions of the temporary enclosure must be at least four (4) feet high, and
- all components of the temporary enclosure must be sufficient to prevent access to the swimming pool by any person not engaged in the installation or construction process and to provide for the safety of all such persons.

Entrapment Protection Requirements

Brief summary of Barrier Requirements for Temporary Pool Enclosures:

- Suction outlets must be designed to produce circulation throughout the pool or spa.

- Single outlet systems, such as automatic vacuum cleaner systems, or other such multiple suction outlets whether isolated by valves or otherwise must be protected against user entrapment.
- All pool and spa suction outlets (except surface skimmers) must be provided with:
 - a cover that conforms with reference standard ASME/ANSI A112.19.8M, entitled Suction Fittings for Use in Swimming Pools, Wading Pools, Spas, Hot Tubs, and Whirlpool Bathtub Appliances, or
 - a drain gate that is 12" x 12" or larger, or
 - a channel drain system approved by the local code enforcement official.
- All pool and spa single or multiple outlet circulation systems must be equipped with atmospheric vacuum relief should grate covers located therein become missing or broken.
- Single or multiple pump circulation systems must be provided with a minimum of two (2) suction outlets of the approved type.
- If the pool or spa is equipped with vacuum or pressure cleaner fitting(s), each fitting must be located:
 - in an accessible position which is at least (6) inches and not greater than twelve (12) inches below the minimum operational water level, or
 - as an attachment to the skimmer(s).

Additional Pool Requirements

(BACK)

Additional pool requirements such as anti-entrapment devices (suction fittings), safety glazing, backflow prevention, pool heaters and other requirements may be found in the Uniform Fire Prevention and Building Code and the Energy Conservation Construction Code of New York State or by contacting your local municipality or the Department of State Codes Division at (518)-474-4073.










Please contact your local municipality for additional Code and Zoning Requirements. Local laws regarding fencing and other safety requirements for swimming pools may be more restrictive than requirements for swimming pools contained in the Uniform Code.

New York State Department of Health

Additional Pool requirements can be found at the NYS Department of Health Website at <http://www.health.state.ny.us/nysdoh/phforum/nycrr10.htm> (click on *Table of Contents* then *NEXT* till *SUBPART 6-1 SWIMMING POOLS.*) Subpart 6-1 does not apply to swimming pools, or other bathing facility, owned and/or maintained by an individual for the use of family and friends.

Helpful Pool Safety Links

(BACK)

 NYS Department of Health Website http://www.health.state.ny.us	 US Consumer Product Safety Commission (CPSC) (Swimming Pool Safety Tips) www.cpsc.gov/CPSCPUB/PREREL/prhtml74/74056.html	 CPSC Pool and Spa Safety Publications www.cpsc.gov/CPSCPUB/PUBS/chdrown.html
 The American Red Cross www.redcross.org	 National Safe Kids Campaign www.safekids.org	 Centers for Disease Control http://www.cdc.gov
 NSF International http://www.nsf.org	 Underwriters Laboratories http://www.ul.com	 The Association of Pool & Spa Professionals National Spa and Pool Institute http://www.nspi.org

(BACK)

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