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Swimming Pool Permit Submittal Guide

Code Reference: 2009 International Residential Code, Appendix G & Chapter 41.

"Swimming Pool" definition

Any structure intended for swimming or recreational bathing that contains water over 24 inches deep. This includes in ground, aboveground and on ground swimming pools, hot tubs and spas.

I. Permit Application Process

When completing permit application please indicate:

- Swimming pool, In ground or Aboveground, mechanical and electrical
- Indicate square footage of wood decking surrounding aboveground pool
- Dollar value of labor and material
- Permit applicant must sign permit application

Submit the permit fee: **\$200** for in ground pool or **\$100** for aboveground pool.

Make fees payable to your respective Township or Borough.

Submit (1) copy of in ground swimming pool plans and specifications indicating the Following: pool dimensions, wall slopes, floor slopes, surface cleaning devices, walkways, steps and ladders, diving / sliding boards, water supply, water treatment, drainage system, suction outlet fittings (cover) and accessory building(s). Accessory buildings include showers, dressing rooms, and equipment in buildings for plumbing and pool heaters. Include energy conservation items such as a pool cover for heated pools, system controls and pipe insulation.

Submit one (1) copy of manufacturer's information sheets and/or manufacturer's installation instructions for any prefabricated pool assemblies and pool equipment (aboveground pool assemblies, pumps, filters, heaters, aboveground pool ladders). Submit two (2) site plans, which must show pool and deck dimensions including distance from edge of water surface to property lines. Also, show location of all existing buildings and proposed buildings (include sheds, detached garages and accessory buildings), driveways, sidewalks, gas tanks, and overhead electric and communication cables. In addition, the lot area (the area contained within the entire property) and the lot coverage (the total area covered by all buildings, pools, driveways, and side walks) must be provided in square feet.

Submit details for required barriers / fencing and pedestrian access gate latching.

Submit structural framing plan of deck and stairs adjacent to pools for Township review and approval. Plans must accurately show structural framing that include footings, beam, post and joist layout, guardrails, stairways and handrails. Decks 30 inches or more above grade may need engineering.

II. Conditions to Consider That Affect Installation

Check with your municipalities zoning ordinance for require distances pools must be from property lines,

Township requires temporary fencing 36 inches in height, which is to be installed when pool excavation begins in order to prevent unauthorized entry and accidents

Barriers (fences) for swimming pools shall be at least 48 inches above the finished grade. Maximum vertical distance between grade and the bottom of the barrier shall be 2 inches. Openings in the barrier shall not allow the passage of a 4-inch diameter sphere. Special requirements apply to chain link fence, masonry walls and diagonal lattice.

Access gates shall swing out, and be self-closing and self-latching. Release mechanism shall be at least 54 inches above bottom of the gate. Special requirements apply when the release mechanism is less than 54 inches.

If the house is part of the barrier/fencing, the door(s) and screen door(s) opening(s) in to the pool area must be equipped with an approved U.L. listed alarm.

Electrical work shall be installed in accordance with the 2006 International Residential Code Chapter 41, Swimming Pools.

- Overhead wires and cable clearances
- Underground wiring and/or conduit
- Bonding of pool and wire mesh and/or rebar in concrete deck
- Wiring methods and insulated ground wire requirements
- Receptacle locations
- Light fixtures, switch locations and landscape lighting
- Ground fault circuit interrupter protection for receptacles and equipment
- Disconnect locations

III. Inspection Requirements:

Pools shall not be used until a Code Official approves the Electrical and Final Pool Inspections. The Township will issue a Certificate of Use and Occupancy upon approval of all inspections.

Shotcrete (In Ground Pools) require the following inspections:

1. Pool reinforcing and pool plumbing prior to placement of Shot Crete (All rebar and wire mesh must be properly supported).
2. Bonding requirements for pool equipment, light fixtures, metal accessories and concrete deck rebar, pool shell and wire mesh.
3. Underground conduit and wiring prior to backfill.
4. Underground gas piping testing if applicable (Design Installation Testing Certification Form must be submitted).
5. Final electrical – ground fault protected receptacle(s), light fixture(s), landscape lighting, pool pump motor, bonding of metal fencing and equipment and energy requirements.

6. Final Pool – fencing and/or barrier, door alarms, access gate hardware operation and pool cover.

Metal Liner Panel (InGround) Pools require the following inspections:

1. Pool footings and pool plumbing prior to placement of concrete (All rebar, wire mesh and steps must be properly supported).
2. Bonding of all metal parts within 5 feet of the inside walls of the pool including but not limited to rebar, light fixtures, ladders, handrails, pump motors, filters, heaters and metal fencing.
3. Underground conduit and wiring prior to backfill.
4. Underground gas piping testing if applicable (Gas Test Certification Form must be submitted).
5. Final electrical – ground fault protected receptacle(s), pool pump motor, filter, heaters, light fixture(s), landscape lighting and bonding of metal fencing and equipment, energy requirements.
6. Final Pool – fencing and/or barriers, listed step assemblies (removable or fold up locking type), access gate hardware operation, and pool covers.

AboveGround Pools require the following inspections:

1. Bonding of all metal parts within 5 feet of the inside walls of the pool including but not limited to rebar, light fixtures, ladders, handrails, pump motors, filters, heaters and metal fencing.
2. Underground conduit and wiring prior to backfill.
3. Underground gas piping testing if applicable
4. Deck post footings if applicable. (Prior to pouring concrete)
5. Framing of pool decking, stairs, handrails and guardrails if applicable.
6. Final electrical – ground fault protected receptacle(s), pool pump motor, filter, heaters, landscape lighting and light fixture(s).
7. Final Pool – installation performed in accordance with the pool manufacturers installation instructions, fencing or barriers, listed step assemblies (removable or fold up locking type) and fencing / gate hardware operation.

Should you have further question concerning installation of pools in your municipality.

You may visit our website at

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