



Town of Queensbury

742 Bay Road, Queensbury, NY 12804

P: 518-761-8256 [www.queensbury.net](http://www.queensbury.net)

# SWIMMING POOL PERMIT APPLICATION

Office Use Only

Permit #: \_\_\_\_\_

Permit Fee: \$\_\_\_\_\_; Invoice #: \_\_\_\_\_

Flood Zone? Y N Reviewed By: \_\_\_\_\_

Project Location: \_\_\_\_\_

Tax Map ID #: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_

Proposed Install Date: \_\_\_\_\_

### SWIMMING POOL INFORMATION:

**CHOOSE ONE:**       ABOVE- GROUND       IN-GROUND  
                                  UNHEATED                                    HEATED (pool cover heater, R-12 req'd)

SIZE OF POOL: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MATERIALS USED IN CONSTRUCTION (CHECK ALL THAT APPLY):

Steel/Vinyl \_\_\_\_\_    Fiberglass \_\_\_\_\_    Gunite \_\_\_\_\_    Poured Concrete \_\_\_\_\_    Other \_\_\_\_\_

### ADDITIONAL IMPORTANT INFORMATION:

1. Any **changes to the approved plans prior to or during construction** will require the submittal of amended plans, additional reviews and re-approval.
2. If, for any reason, the building permit application is **withdrawn**, 30% of the fee is retained by the Town of Queensbury. After 1 year from the initial application date, 100% of the fee is retained.

**Declaration:** I acknowledge **no construction** activities shall be commenced prior to issuance of a valid permit. I certify that the application, plans and supporting materials are a true and complete statement/description of the work proposed, that all work will be performed in accordance with the NYS Building Codes, local building laws and ordinances and in conformance with local zoning regulations. I acknowledge that I have read the application and plot plan requirements and I, or my agents, will **obtain a certificate of compliance before use of the pool.**

I have read and agree to the above:

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CONTACT INFORMATION:** PLEASE PRINT LEGIBLY OR TYPE, PLEASE INCLUDE AN EMAIL

• **Applicant:**

Name(s): \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_( \_\_\_\_\_ ) \_\_\_\_\_ Land Line: \_( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

• **Primary Owner(s):**

Name(s): \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_( \_\_\_\_\_ ) \_\_\_\_\_ Land Line: \_( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

**Check if all work will be performed by property owner only**

• **Installer/Contractor:** (List all additional contractors on the back of this form)

Contact Name(s): \_\_\_\_\_

Contractor Trade: \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_( \_\_\_\_\_ ) \_\_\_\_\_ Land Line: \_( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Workers' Comp documentation must be submitted with this application\*\***

Contact Person for Compliance in regards to this project: \_\_\_\_\_

Cell Phone: \_( \_\_\_\_\_ ) \_\_\_\_\_ Land Line: \_( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

- **Installer/Contractor:** (List all additional contractors on the back of this form)

Contact Name(s): \_\_\_\_\_

Contractor Trade: \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_(\_\_\_\_\_)\_\_\_\_\_ Land Line: \_(\_\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Workers' Comp documentation must be submitted with this application\*\***

- **Installer/ Contractor:** (List all additional contractors on the back of this form)

Contact Name(s): \_\_\_\_\_

Contractor Trade: \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_(\_\_\_\_\_)\_\_\_\_\_ Land Line: \_(\_\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Workers' Comp documentation must be submitted with this application\*\***

- **Installer/ Contractor:** (List all additional contractors on the back of this form)

Contact Name(s): \_\_\_\_\_

Contractor Trade: \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_(\_\_\_\_\_)\_\_\_\_\_ Land Line: \_(\_\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Workers' Comp documentation must be submitted with this application\*\***

- **Installer/ Contractor:** (List all additional contractors on the back of this form)

Contact Name(s): \_\_\_\_\_

Contractor Trade: \_\_\_\_\_

Mailing Address, C/S/Z: \_\_\_\_\_

Cell Phone: \_(\_\_\_\_\_)\_\_\_\_\_ Land Line: \_(\_\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Workers' Comp documentation must be submitted with this application\*\***

## **REQUIREMENTS FOR SUBMITTAL:**

1. Completed Pool permit application

### **THREE (3) COPIES (2 paper & 1 pdf OR 3 paper) OF THE FOLLOWING:**

2. **Plot plan drawn to scale (i.e. 1 inch = 40 feet) and include:**
  - a. The location of the proposed swimming pool
  - b. The location of any existing structures
  - c. The location of the septic system (pool **should be** 10 feet from septic tank, leach field or seepage pits)
  - d. Setback distances from property lines to pool
  - e. The location of the proposed fence for your pool

## **ADDITIONAL INFORMATION:**

### **1. \*Final Inspection Information:**

**Prior to the use of the pool**, you are responsible for scheduling the following:

1. FINAL INSPECTION – which includes checking for alarms, proper enclosures, verifying the electrical inspection, etc. Please call 518-761-8256 x1 to schedule.
2. ELECTRICAL INSPECTION -- see attached list of Town of Queensbury certified electrical inspectors; you are responsible for scheduling and paying them directly. **Their fee is not part of this application.**

### **2. Withdrawn Permits:**

If, for any reason, the building permit application is **withdrawn**, 30% of the fee is retained by the Town of Queensbury. After 1 year from the initial application date, 100% of the fee is retained.

### **3. Changes to plan:**

Any **changes to the approved plans** prior to or during construction will require the submittal of amended plans, additional reviews and re-approval.

4. Workers' Comp insurance information must be provided for each contractor associated with the project prior to submitting the application.

## **Setback requirements for pool placement:**

1. Minimum side setback is 10 feet
2. Minimum rear setback is 20 feet
3. Pools **may not** be situated in the front or side yard. If this difficulty arises, you may apply for an Area Variance to the Zoning Board of Appeals.

**Requirements for the pool during construction:**

Section R-326 of the New York State Supplement requires swimming pools be enclosed by a temporary enclosure during construction of the pool and requires the temporary enclosure to be replaced by a permanent enclosure, which complies with all applicable code provisions, within 90 days of issuance of the permit or commencement of construction (see the actual text of Section R-326 for more details).

**Fencing and/or lift-up ladder requirements:**

1. If an above-ground pool is exactly 48 inches or more above-grade, the pool must be provided with a lift-up type ladder. No fencing is required.
2. If an above-ground pool is less than 48 inches above-grade, the pool must be provided with a fence or enclosure meeting the NYS Regulations, Appendix G.
3. If you are installing an in-ground pool, the pool must be provided with a fence or enclosure meeting the NYS Regulations, Appendix G: Temporary battier must be replaced by a permanent pool battier within either:
  - a. 90 days of the date of issuance of the building permit for the installation or construction of the swimming pool; **or**
  - b. 90 days of the date of commencement of the installation or construction of the swimming pool.

The code enforcement official may extend the time period to complete the permanent barrier for good cause, including, but not limited to, adverse weather conditions delaying construction.

**Swimming pool alarms—motion activated alarms (effective 12/14/06):**

The NYS Uniform Fire Prevention and Building Code requires any residential or commercial swimming pool constructed or substantially modified after the effective day of **12/14/06**, shall be equipped with an acceptable pool alarm capable of detecting a child entering the water and of giving off an **audible alarm**.

A wall or walls of a dwelling may serve as part of the barrier, provided that the wall or walls meet the applicable barrier requirements and one of the following conditions shall be met:

1.
  - a.) Doors with direct access to the pool through that wall shall be equipped with an alarm that produces an audible warning when the door and/or its screen, if present, are opened. The alarm shall be listed in accordance with UL 2017. The audible alarm shall activate within 7 (seven) seconds and sound continuously for a minimum of 30 seconds after the door and/or its screen, if present, are opened and be capable of being heard throughout the house during normal household activities. The alarm shall automatically reset under all conditions. The alarm system shall be equipped with a manual means, such as a touch pad or switch, to temporarily deactivate the alarm for a single opening. Deactivation shall last for not more than 15 seconds; and
  - b.) Operable windows in the wall or walls used as a barrier shall have a latching device located no less than 48 inches above the floor. Openings in operable windows shall not allow a 4-inch-diameter (102mm) sphere to pass through the opening when the window is in its largest opened position; and
  - c.) Where the dwelling is wholly contained within the pool barrier or enclosure, alarms shall be provided at every door with direct access to the pool; or
2. Other approved means of protection, such as self-closing with self-latching devices, so long as the degree of protection afforded is not less than the protection afforded by Item 1 described above.

### **Pools & permanent spa energy consumption (mandatory):**

**R403.10.1 Heaters:** The electric power to heaters shall be controlled by a readily *accessible* on-off switch that is an integral part of the heater mounted on the exterior of the heater, or external to and within 3 ft. of the heater. Operation of such switch shall not change the setting of the heater thermostat. Such switches shall be in addition to a circuit breaker for the power to the heater. Gas-fired heater shall not be equipped with continuously burning ignition pilots.

**R403.10.2 Time Switches:** Time switches or other control methods that can automatically turn off and on according to a preset schedule shall be installed for heaters and pump motors. Heaters and pump motors that have built-in time switches shall be in compliance with this section.

#### **Exceptions:**

1. Where public health standards require 24-hour pump operation
2. Pumps that operate solar- and waste-heat-recovery pool heating systems

**[NY] R403.10.3 Covers:** Outdoor heated pools and outdoor permanent spas shall be provided with a vapor-retardant cover or other *approved* vapor-retardant means. Outdoor heated pools and outdoor heated permanent spas heated to more than 90°F (32°C) shall have a pool cover a minimum insulation value of R-12.

**Exception:** Where more than 60% of the energy for heating is from site-recovered energy or a solar energy source, covers or other vapor-retardant means shall not be required.

### **Pool pump requirement – Time Clocks – see Sample Timers below**

Time switches or other control methods that can automatically turn off and on according to a preset schedule shall be installed for heaters and pump motors.

#### **Exceptions:**

1. Where public health standards require 24-hour pump operation;
2. Pumps that operate solar- and waste-heat-recovery pool heating systems.

### **SAMPLE TIMERS**



#### **Intermatic Timer 110 Volt Plastic Enclosure**

**Model #:** T101P3

**Manufacturer:** Intermatic

This heavy duty mechanical time switch is designed for industrial, commercial and residential applications. This time switch has the highest horsepower ratings in the industry for loads up to 40 amps resistive from 120 to 480 volts providing direct 24 hour time switch control of most loads. This series provides 1-12 “ON/OFF” operations each day with minimum ON/OFF times of 1 hour.

All models are equipped with one “ON” and one “OFF” tripper.



#### **Intermatic Timer 220 Volt Metal Enclosure**

**Model #:** T104R3

**Manufacturer:** Intermatic

This heavy duty mechanical time switch is designed for industrial, commercial and residential applications. This time switch has the highest horsepower ratings in the industry for loads up to 40 amps resistive from 120 to 480 volts providing direct 24 hour

time switch control of most loads. This series provides 1 to 12 “ON/OFF” operations each day with minimum ON/OFF times of 1 hour.  
All models are equipped with one “ON” and one “OFF” tripper.

## **ELECTRICAL INSPECTORS**

THE FOLLOWING ELECTRICAL INSPECTION AGENCIES ARE **CERTIFIED** BY  
THE TOWN OF QUEENSBURY TO PERFORM ELECTRICAL INSPECTIONS:

### **Commonwealth Electrical Inspection Services**

176 Doe Run Road  
Manheim, PA 17545

Ron Mumblo—518-798-0905

Michael Kratky – 518-863-8800

Arthur Steitz – 518-543-6156

Dana Winchell – 518-639-5334

### **Middle Department**

143 Troy-Schenectady Road  
Watervliet, NY 12189

Main—800-873-6342

Local—518-273-0861

Joseph Holmes—518-854-9290



### **The Inspector, LLC**

5390 State Rte 11

Burke, NY 12917

Main: 800-487-0535

Brian Sweet -- 518-673-5123

Ken Vanderhoef – 518-674-2097

Michael Morse – 315-244-2134

David Irwin – 518-797-3520

Jeff Haas – 518-872-9029

Steve Glessing – 315-240-1575, [sglessing@gmail.com](mailto:sglessing@gmail.com)

Frank Montalbo – 845-681-3550, [nynecinspector@gmail.com](mailto:nynecinspector@gmail.com)

Corey Boire – 518-572-1140, [csboire@gmail.com](mailto:csboire@gmail.com)

Bill McPartlon – 518-229-7733, [boelectric@msn.com](mailto:boelectric@msn.com)

Timothy Willsey – 315-247-9162

Richard Douglass – 315-323-2712, [sowsearfm@yahoo.com](mailto:sowsearfm@yahoo.com)





# SAMPLE PLOT PLAN



