



Town of Moreau

Building and Zoning Dept.

Town Office Complex

351 Reynolds Road

Moreau, NY 12828-9261

Phone: (518) 792-4762

SWIMMING POOL PERMIT APPLICATION REQUIREMENTS

No construction activities may commence until an approved permit is issued

Here's what the office needs from you to get your permit approved quickly!

Documents You Provide:

- **Site Plan** – showing property boundaries and pool placement with distance from all property lines, septic, water,
- **Signed Application Form** – completed with all additional documents
- **Fee Payment** – Cash, check, card.
- **Photos** – of pool, alarm, fence, ladder,
- **Insurance** – *from contractor or homeowner

What We'll Handle:

- Building & Zoning Review
- Building Code Compliance
- Communication with Town Officials

Common Pitfalls :

(Let's avoid delays!)

- *Submitting outdated or incomplete forms*
- *Missing measurements or unclear site photos*
- *Forgetting signatures & insurance information*

***Why ACORD Forms Don't Cut It**

ACORD forms are **not accepted** as proof of Workers' Compensation or Disability Benefits coverage under New York State law. They're considered generic and don't meet the specific documentation standards required by the Workers' Compensation Board.



TOWN OF MOREAU

SWIMMING POOL PERMIT APPLICATION

LOCATION INFO

PROJECT ADDRESS _____ TAX MAP/ SBL _____

ZONING _____ ACRES _____

OWNER INFO

NAME (PRINT) _____

Address _____

CONTACT INFO PHONE / EMAIL

P: _____

E: _____

CONTRACTOR INFO (if applicable)

PERSON / COMPANY (PRINT) _____

ADDRESS _____

Owner's Signature _____ Date _____

CONTACT INFO PHONE / EMAIL

P: _____

E: _____

Contractor's Signature _____ Date _____

POOL INFORMATION

Above Ground/ In Ground (Circle One)

WALL HEIGHT (if applicable): _____

NYS CERTIFIED ELECTRICAL INSPECTION : _____ POOL DIMENSIONS: _____

ALARM MAKE / MODEL: _____ LOCKING LADDER REQUIRED: Y / N

SETBACKS	ACTUAL FT	REQUIRED FT
FRONT		
SIDE 1		
SIDE 2		
REAR		



I affirm that the information I've given on this application is correct and complete and I understand that the Town will rely on this information in making its decision.

(PRINT) NAME: _____ (SIGN) NAME: _____

DATE: ____/____/____

OFFICIAL USE ONLY

Permit Fee: **\$ 50.00** Issue Date: ____/____/____ Expire Date: ____/____/____ Permit #: _____

Building Inspector: _____ Date Approved: _____

Zoning Coordinator Approval:

REQUIRED INSPECTIONS: 24 HOUR NOTICE REQUIRED

Inspections requested via voicemail may not be scheduled

- **SITE INSPECTION** - to verify the location of the pool
- **ELECTRICAL INSPECTION** - (Performed by a third-party NYS Certified Electrical Inspector) Electrical Inspector will provide an inspection sticker showing it has passed the electric inspection. This is required prior to scheduling a Final inspection with the Building Inspector.
- **FINAL INSPECTION** - (All required work must be completed)

Final Inspections are a critical step in closing out any permitted project.

Final Inspection Requirements

- Before a Certificate of Compliance is issued, the Building Inspector evaluates the work to ensure it complies with all applicable codes and regulations.
- Any deficiencies found must be corrected, and sometimes a re-inspection is necessary to confirm compliance.

Closing the Permit

- Once the inspector signs off, the Town can officially issue the Certificate of Compliance.
- Only then is the permit closed in the system, signaling that the project is officially approved and finalized.

TOWN CODE

127-3 PERMIT REQUIRED APPLICATION FOR PERMIT

A.

No person shall construct a swimming pool without first having obtained a permit therefor from the Building Inspector and/or Code Enforcement Officer and having paid a fee for said permit pursuant to the schedule of fees established by resolution of the Town Board and on file in the town offices.¹¹

B.

Application for said permit for the construction and maintenance of a swimming pool shall be made to the Building Inspector and/or Code Enforcement Officer by the owner of the property, a registered architect or licensed engineer. The application shall be accompanied by duplicate sets of plans and specifications and plot plans. The plot plans shall show the entire lot on which the pool is proposed to be constructed, indicating the exact size and shape of the pool and the distance of the pool from all lot lines, pool fencing and screening, existing and contemplated structures and septic tanks and fields, if any.

§ 127-4 LOCATION REQUIREMENTS

No swimming pool, excluding the fencing as required herein, shall be constructed or installed within 10 feet of the lot line on each side or in the rear. No swimming pool constructed as an accessory use to a residential dwelling or the necessary fencing as required shall be constructed or installed nearer to the highway upon which the residential property abuts than the residential dwelling itself. In the case of a corner lot, no swimming pool or the necessary fencing as required herein shall be constructed so as to be nearer than 35 feet to the nearest line of the highway upon which the dwelling or the commercial building to which said pool is an accessory use faces.

§ 127-5 SEPERATION FROM WATER SUPPLY SYSTEM

There shall be no physical connection between a public water supply system and a pool structure.

§ 127-6 USE OF PUBLIC WATER SUPPLY

If, within any existing water district, the owner of a swimming pool wishes to fill such pool using the public water supply, a fee, as set by resolution of the Town Board and on file in the town offices, shall be required.

§ 127-7 BUILDING PERMIT FOR ACCESSORY STRUCTURES

A pump house, filter house or structure erected in connection with any such swimming pool shall require a building permit and shall comply with the State Uniform Fire Prevention and Building Code.

§ 127-8 SAFETY REQUIREMENTS

All swimming pools as defined in this chapter, with the exception of above ground pools as hereinafter provided for, shall be completely enclosed by a fence constructed of materials, whether artificial or natural, which shall be durable enough to prevent the entrance into the pool area by any persons. The wall of the dwelling and/or its accessory buildings may act as an integral part of the fence. If of wire-mesh construction, this fencing shall not have linkage of more than two inches in width and shall be non-climbable. The entrance gate or gates shall have a closing device with protective fastening latch and a lock. Fence height shall be a minimum of five feet and a maximum of eight feet, as measured from grade level. All fencing, as required herein, shall be constructed so that the bottom of the fence is flush with the ground. Fence location shall be subject to the approval of the Building Inspector and/or Code Enforcement Officer and said location shall be shown on the application for a building permit as provided for by § 127-3 hereof.

TOWN CODE

Any openings or doors in the fence herein provided for, or in the wall of a dwelling or accessory building which acts as an integral part of the fence, shall be kept locked while the premises are unsupervised by an adult. The required fencing shall be constructed within 30 days from the date the pool is filled with water. All in-ground pools shall be completely enclosed by a temporary fence, at least four feet in height, from the date the pool is filled with water until construction of the permanent fence. Aboveground pools completely surrounded by decking and railing at least five feet in height from ground level, together with a locking ladder approved by the Building Inspector and/or Code Enforcement Officer, will require no fencing.

§ 127-9 FENCE MAINTENANCE

All fencing required by § **127-8** of this chapter shall be maintained in such a manner that the swimming pool will remain completely enclosed. Any repairs must be made with materials matching the original construction.

§ 127-10 DISCHARGE OF DRAINAGE

All drainage from a swimming pool shall be discharged in such a manner that sewage cannot be siphoned, flooded or otherwise discharged into the swimming pool.

§ 127-11 ILLUMINATION; ELECTRICAL INSPECTION

All outside lights for illumination of a swimming pool shall be so installed and maintained that the beam of light is not directed toward a public street or neighboring property. All wiring must pass inspection by the National Fire Protection Association and a certificate evidencing approval must be furnished to the Building Inspector and/or Code Enforcement Officer.