

**BUILDING PERMIT
SWIMMING POOLS
REQUIRED INFORMATION**

PLEASE CHECK

HAVE YOU INCLUDED ALL OF THE FOLLOWING INFORMATION?

- A completed building permit application (signed and dated by the pool installer or home owner). Please include the full mailing address (city, state and zip code) for the property, the property owner and the contractor.
- One (1) copy of the recorded deed for the property.
- One (1) notarized copy of the certificate of compliance.
- ALL POOLS:** One (1) copy of the pool owners' requirements and responsibilities agreement, signed and dated.
- Two (2) copies of the construction plans for the pool and deck, and information on the state required four (4) foot tall wall, fence, or approved automatic pool cover.
- Please provide two pictures of the pool, and walk or deck area.
- Two (2) copies of a site plan to scale showing:
 - Outline of the entire property.
 - Property line dimensions.
 - Location of all site improvements: all buildings, mini barns, drives, parking areas, lakes, etc.
 - Location of the proposed pool: including the setback dimensions of the pool from the front, side and rear yards.
 - Location of the septic tank, field and well.
 - All easements and rights-of-way shall be shown on the site plans.
 - Location of the required enclosure.
- State residential pool requirements may be found on the state of Indiana website at www.in.gov Click on the following categories as new screens appear: Public Safety; Homeland Security, Department of; Most visited; Codes, Standards, and other Rules; Fire Prevention & Building Safety Commission / Code Services; Complete list of all codes and other rules adopted by the Commission. Residential pool information begins on page 144 of Article 14. Or... you can purchase the information for \$ 1.60.

HAMILTON COUNTY PLAN COMMISSION
CERTIFICATE OF COMPLIANCE
FOR RESIDENTIAL SWIMMING POOL CONSTRUCTION

The undersigned certifies that all construction involving the installation of a residential swimming pool located at _____ will be in full compliance with Title 675, Fire Prevention and Building Safety Commission, 675 IAC 20-1 through and including 675 IAC 20-4.

The undersigned further certifies that all necessary inspections will be scheduled with the Office of the Hamilton County Plan Commission, and that the office Staff will be notified to perform a final inspection prior to the use of the pool. This certificate must be signed and submitted prior to the issuance of the required Building Permit and Certificate of Occupancy. Information concerning the pool accessories and automatic pool cover compliance with state code may be requested by the Inspector at the time of final inspection. The undersigned also certifies that the pool or structure will not be used or occupied until a CERTIFICATE OF OCCUPANCY has been issued by the office of the Hamilton County Plan Commission.

Homeowner (Signature)

Homeowner (Please Print)

STATE OF INDIANA)
COUNTY OF HAMILTON)

Before me, the undersigned, a Notary Public for Hamilton County, State of Indiana, personally appeared _____ and acknowledged the execution of the foregoing instrument this _____ day of _____, 20____.

Printed Name of Notary Public

My Commission Expires: _____

Signature of Notary Public

STATE OF INDIANA)
COUNTY OF HAMILTON)

Before me, the undersigned, a Notary Public for Hamilton County, State of Indiana, personally appeared _____ and acknowledged the execution of the foregoing instrument this _____ day of _____, 20____.

Pool Builder (Signature)

Pool Builder (Please Print)

Signature of Notary Public

Printed Name of Notary Public

My Commission Expires: _____

**POOL OWNERS REQUIREMENTS AND RESPONSIBILITIES
FOR ALL POOLS**

Due to the various problems encountered with the erection of an above ground pool, the Hamilton County Plan Commission is requiring that all above ground pool owners read this information and sign this form indicating that they understand and agree to all conditions. Failure to comply with these conditions will constitute a violation of the Hamilton County Zoning Ordinance and will be subject to a \$40.00 re-inspection fee each time an additional inspection is required and violation fees as allowed under Article 19 Section 5 paragraph two.

THE FOLLOWING ITEMS SHALL BE COMPLETED AND INSPECTED BEFORE THE POOL MAY BE USED OR ANY ELECTRICAL POWER SUPPLIED TO THE POOL PUMP.

1. At least one (1), 125-volt convenience receptacle shall be located a minimum of 10 feet and not more than 20 feet from the inside wall of the pool. This receptacle shall be protected by a ground-fault circuit-interrupter.
2. A receptacle that provides power for the water pump motor shall be permitted between five (5) feet and 10 feet from the inside walls of the pool. Where a receptacle is so located, it shall be single and of the locking and grounding types, and shall be protected by a ground-fault circuit-interrupter.
3. All 125-volt receptacles located within 25 feet of a pool shall be protected by a ground-fault circuit-interrupter.
4. All metallic parts of the pool structure, metal fittings within or attached to the pool, including ladders, metal parts of electric pool equipment, including the pump motor, metal sheathed cables and raceways, and all metal parts within five (5) feet horizontally from the inside walls of the pool, and within 12 feet vertically shall be connected to a common bonding grid with a solid, copper conductor not smaller than No. 8. The connection shall be made by pressure connectors or clamps of brass, copper or copper alloy.
5. Above ground and in ground pools shall be completely enclosed with a four (4) foot fence, wall or impenetrable barrier as required by the Indiana State Building Code and as approved by the Plan Director (see attached).
6. A ring or throwing buoy fitted with forty (40) feet of one-fourth (1/4) inch diameter line, a pole not less than 12 feet in length, and access to a phone shall be provided at each pool site.

I have read and understand all of the requirements stated above and agree to comply with these requirements. I also agree to call the Hamilton County Plan Commission to schedule for the final inspection prior to using this pool or supplying electrical power to the pumps.

DATE

SIGNATURE

This page is a reprint from the Hamilton County Zoning Ordinance - pages 159-160 Supplement No. 3 under Article 18-C Miscellaneous Specifications, Section 1-q.

q. Swimming pools and spa requirements.

1. Swimming pools, spas, and their appurtenants (pumps, pool heaters) are considered accessory structures.
2. Swimming pools, spas, and their appurtenants (pool heaters, pumps) shall not be constructed in front yards or side yards of a principal structure.
3. [reserved]
4. Permanently installed swimming pools (in-ground/above ground) shall be completely enclosed with a fence, wall or impenetrable barrier as required by the Indiana State Building Code relating to swimming pools. Two copies of such code are on file in the office of the county auditor for public inspection.
5. A site plan and detailed drainage plan shall be submitted with an application for a pool permit for review and approval by the plan director.
6. Swimming pools, spas, and their appurtenants (pool heaters, pumps) shall not be located within any easement or within five feet of any easement.
7. Swimming pools and spas shall be constructed according to all state requirements. A certificate of compliance shall be furnished by the Hamilton County Plan Director after construction of the pool structure and required enclosure that states all construction has been done in accordance with all local and state requirements.
8. Swimming pool or spa contractors shall have on file in the office of the Hamilton County Plan Commission an original License and Permit Bond made out to the Hamilton County Plan Commission in an amount equal to \$25,000.00 to be reviewed annually and a current Certificate of Liability Insurance.

MEMO

TO: Builders, contractors, sub-contractors, homeowners
FROM: Charles Kiphart, Director
DATE: October 03, 2011
RE: Ordinance definitions of building appurtenances setbacks from property line.

When determining the required zoning yard setback the following definition of a structure or building shall apply unless otherwise stated in the zoning ordinance. Please be advised that the definition of a building or structure includes all appurtenances attached to or a part of the building or structure. Appurtenances include but are not limited to roof eaves/gutters; cantilever projections, attached window wells, chimneys, decks, bay windows, wing walls, etc.

Front yard setbacks are to be measured from the centerline of the road to the structure.

HAMILTON COUNTY PLAN COMMISSION

One Hamilton County Square, Suite#306
 Noblesville, Indiana 46060-2230 Phone: (317) 776-8490

Construction of this Project shall start within three(3) months of the date of this permit or the permit will expire. All work must be completed within (18) months for Primary structures, and (9) months for Accessory structures.

- DEMOLITION ONLY
- BUILDING PERMIT APPLICATION
- IMPROVEMENT LOCATION PERMIT
- POOL PERMIT

Certificates of Occupancy shall be issued prior to use and/or occupancy of all structures covered by this permit. Occupation of any structure prior to the issuance of a C/O, will result in a penalty of \$250 being assessed.

TOWNSHIP:

Adams

Noblesville

Wayne

White River

Full Release

Conditional Release

Foundation Only

Structure Only

Electrical Only

PARCEL # _____

PERMIT # _____

Fee _____

Apv'd by _____ Date _____

Subdivision Name _____ Center Name _____

Zone _____ Erosion Control Plan Required: Yes ___ No ___

District _____ Property Size: _____ Split Date: _____

Flood Plain Elev. _____ Structure Elev. _____ Map # _____

Project Address _____ City _____

Owner's Name _____ Address _____ Phone _____

Owner's Fax Number _____ Owner's Email Address _____

Builder's / Contractor's Name _____ Address _____ Phone _____

Builder's/Contractor's Fax Number _____ Builder's/Contractor's Email Address _____

Arch/Eng. Name _____ Address _____ Phone _____

Registration# _____ License# _____ Bond _____

Existing Land use: _____ Proposed Land Use: _____

<p>OTHER APPROVALS REQUIRED:</p> <p>Water Permit # _____</p> <p>Septic/Sewer Permit # _____</p> <p>Road Cut Permit # _____</p> <p>Other _____</p> <p>B. Z. A. Doc. # _____</p> <p>P. C. Doc. # _____</p> <p>Drainage/Surveyor _____</p> <p>CONDITIONS:</p>	<p>TYPE OF PERMIT:</p> <p><input type="checkbox"/> Improvement Location</p> <p><input type="checkbox"/> Single Family</p> <p><input type="checkbox"/> Duplex</p> <p><input type="checkbox"/> Multi-Family</p> <p><input type="checkbox"/> Change of Use</p> <p><input type="checkbox"/> Retail Commercial</p> <p><input type="checkbox"/> Office</p> <p><input type="checkbox"/> Manufacturing</p> <p><input type="checkbox"/> Warehouse</p>
	<p>TYPE OF IMPROVEMENT:</p> <p><input type="checkbox"/> New Structure</p> <p><input type="checkbox"/> Addition</p> <p><input type="checkbox"/> Garage</p> <p><input type="checkbox"/> Structural Alteration</p> <p><input type="checkbox"/> Swimming Pool</p> <p><input type="checkbox"/> Primary Ag. Bldg.</p> <p><input type="checkbox"/> Finish Tenant Space</p> <p><input type="checkbox"/> Site-Land Improvements</p> <p><input type="checkbox"/> Home Occupation</p> <p><input type="checkbox"/> Accessory Structure</p> <p><input type="checkbox"/> Other _____</p>

BUILDING INFORMATION:

Total Square Feet Including Basement _____ Total Height in Feet Above Ground _____

Type of Construction: Wood Masonry Metal Post/ Beam

Roof Truss, Manufactured: Yes No Truss Supplied By _____

Type of Heat: Gas Electric Geo Thermal Solar Wood

Type of Water Heater: Gas Electric Geo Thermal Solar

Foundation: Crawl Slab Basement

Fireplace: Masonry Pre-Fab. Metal Central Air Conditioning

Screened Porch Patio/Deck (Type) _____ Garage (# Bays) _____

CERTIFICATION AND NOTICE OF INTENT TO COMPLY

I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction will conform to the regulations in the Building Code, the Zoning Ordinance, or private building restrictions, if any, which may be imposed on the above property by deed.

I, further certify that the construction will not be used or occupied until the proper certificates of occupancy and compliance are filed with the office of the Hamilton County Plan Commission.

Signature of Person Responsible for Construction

Home or Pool Owner

Date

****APPLICANT MUST COMPLETE THIS PAGE****

CONSTRUCTION INFORMATION

GENERAL OR PRIMARY CONTRACTOR:

NAME: _____
ADDRESS: _____

PHONE: _____
FAX: _____
EMAIL _____

IS PROPERTY OWNER THE GENERAL OR PRIMARY CONTRACTOR?

YES _____ NO _____

SUB-CONTRACTORS

FOUNDATION:

EXCAVATORS _____ PHONE _____
FOOTINGS _____ PHONE _____
FOUNDATION WORK:
BASEMENT _____ PHONE _____
CRAWL/SLAB _____ PHONE _____

ROUGH-IN:

FRAMING _____ PHONE _____
PLUMBING _____ PHONE _____
ELECTRICAL _____ PHONE _____
HVAC _____ PHONE _____
FIREPLACE _____ PHONE _____
FIREBLOCKING _____ PHONE _____

ENERGY:

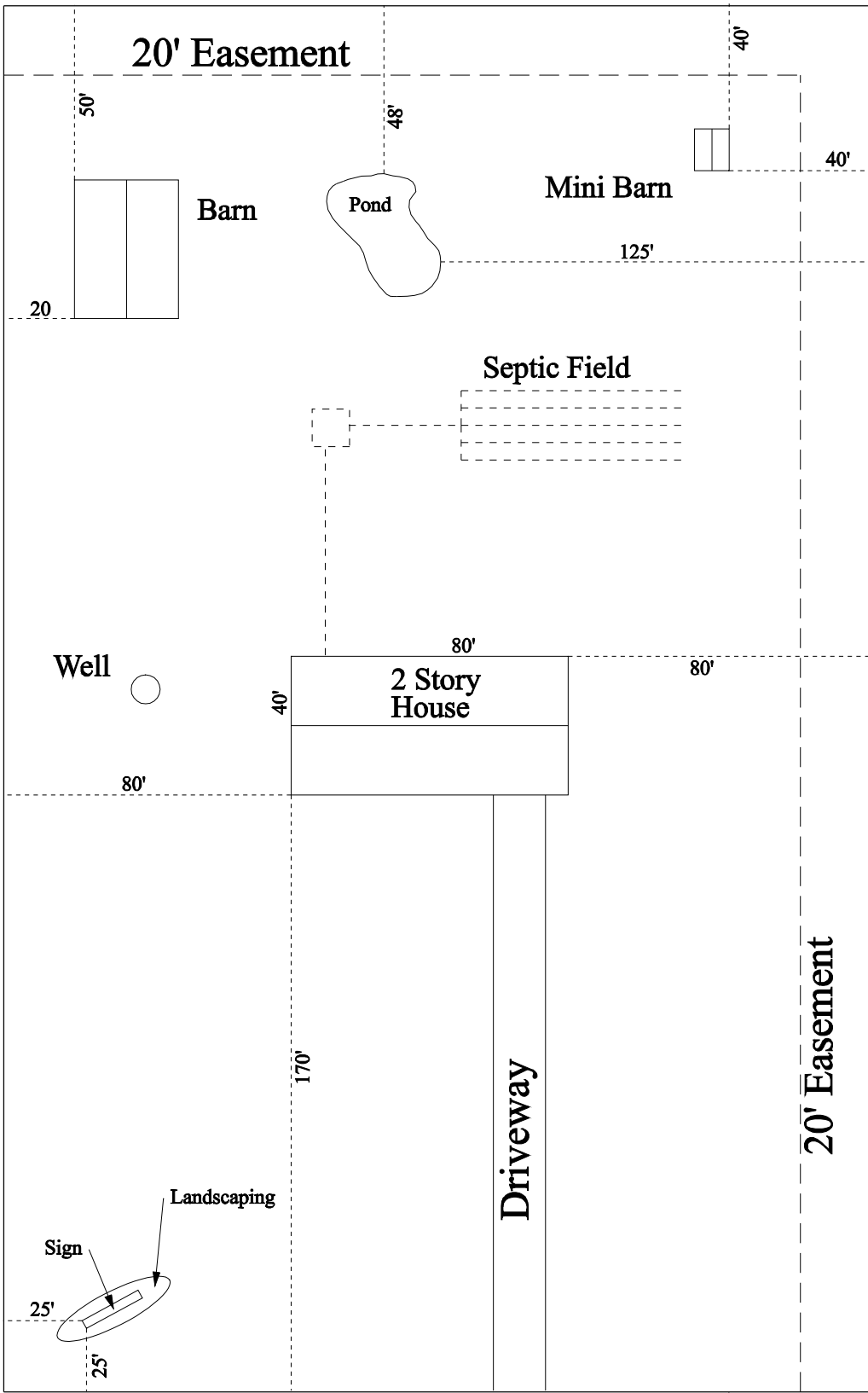
INSULATION _____ PHONE _____

FINAL:

FINISH CARPENTER _____ PHONE _____
FINAL GRADING _____ PHONE _____

DIRECTOR/INSPECTOR

DATE



Street Name

EXAMPLE SITE PLAN