

**NOTE:**

This form can be filled out on-line and signed electronically. The completed form should be e-mailed to Charlie Johnson at [charlievhf@frontiernet.net](mailto:charlievhf@frontiernet.net).

Alternatively, the form can be printed and mailed to:

Charlie Johnson  
Village of Honeoye Falls  
5 East St.  
Honeoye Falls, NY 14472

If you have any questions, please phone Charlie Johnson at 624-6150.

VILLAGE OF HONEOYE FALLS  
MONROE COUNTY, NEW YORK

**APPLICATION FOR POOL PERMIT**

APPLICATION DATE: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

**INSTRUCTIONS FOR POOL PERMIT APPLICATIONS**

All pools capable of containing water to a depth of 24 inches or greater (regardless of how much water is in pool) installed in, on or above ground and constructed in the Village of Honeoye Falls require a Pool Permit.

Applicants must submit a tape location map or instrument survey map of the property showing all structures on the premises and location of the proposed pool with setback dimensions. Setbacks from property lines are required for all pools and hot tubs. For complete pool requirements please refer to §190-36 of the Village Code. This can be viewed on line at: [www.villageofhoneoyefalls.org](http://www.villageofhoneoyefalls.org), then click on Village Code, then click on Zoning, scroll down to Article VII and look for 190-36 Accessory Structures

Applicant must also supply a description of the pool, including pool size and type of material. These documents must accompany the completed application, which will then be reviewed and approved by the Code Enforcement Officer. No pool shall be constructed before approval and issuance of a Permit.

In-ground pools require by law, the applicant or pool contractor to **contact Dig Safely New York 800-962-7962** prior to starting any digging. Allow two full working days for response.

Upon completion of the pool, the Code Enforcement Officer must perform a final inspection and issue a Certificate of Compliance. Applicant is responsible for requesting this inspection. Call Charlie Johnson at: 624-6150 for inspection. An Electrical Inspection, performed by an approved electrical inspection agency, must be completed prior to the final inspection by the Code Officer.

PROPERTY ADDRESS: \_\_\_\_\_ APPLICANT NAME: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

POOL INSTALLER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

Worker's Compensation Insurance Received:

ZONING DISTRICT: (circle one) R-1 R-2 RM RA TV VB GC MULIC LI IP SC GRM

SIZE OF POOL: \_\_\_\_\_ IN-GROUND POOL FEE: \$30.00 ABOVE-GROUND POOL & HOT TUB FEE: \$20.00

POOL MATERIALS: (check all that apply) concrete \_\_\_ steel/vinyl \_\_\_ fiberglass \_\_\_ gunite \_\_\_ other \_\_\_.

HEIGHT OF POOL ABOVE GRADE: \_\_\_\_\_ MANUFACTURER: \_\_\_\_\_

## POOL REQUIREMENTS

### POOL DEFINITIONS:

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- Swimming pool: Any structure intended for swimming, recreational bathing or wading which contains or which is designed to contain water over 24 inches deep. This includes in-ground, above-ground and on-ground pools; indoor pools; hot tubs; spas; and fixed-in-place wading pools.
- Residential swimming pool: A swimming pool which is situated on the premises of a detached one- or two-family dwelling; a townhouse not more than three stories in height; a one-family dwelling converted to a bed and breakfast; a community residence for 14 or fewer mentally disabled persons, operated by or subject to licensure by the Office of Mental Health or the Office of Mental Retardation and Developmental Disabilities; a one-or two-family dwelling operated for the purpose of providing care to more than two but not more than eight hospice patients, a manufactured home; a mobile home; or a factory manufactured dwelling unit.

### POOL PLACEMENT

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- Pool must be located a minimum of 10 feet away from overhead electric power lines when measured horizontally from edge of pool, spa or hot tub, deck or any platform to wires.
- Recommend above-ground pool placed a minimum of 10 feet from house in the event of pool wall failure.
- Pool may not be placed within any easements.
- Pools may be located behind the rear wall of the house in side and rear yards. If a difficulty arises meeting this requirement then an area variance may be requested from the Zoning Board of Appeals.

### POOL ELECTRICAL REQUIREMENTS

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- Ground Fault Circuit Interrupter (GFCI) device is required for all electric circuits serving pool equipment.
- Pool pumps must be equipped with time clocks to permit the pump to run during off-peak hours and set for the minimum time necessary to maintain the water in a clear and sanitary condition.
- All electrical work associated with the pool, spa or hot tub must be inspected and receive electrical underwriter approval. This is the responsibility of the owner or contractor.
- Village approved electrical inspectors:
  - Commonwealth Electrical Inspection Service, Mendon, NY 585-624-2380
  - Genesee Star Agency, Leroy, NY 585-768-6696
  - NY Board of Fire Underwriters, Williamsville, NY 716-626-15-71, 800-595-9600
  - NY Atlantic Inland, Cortland, NY 607-753-7118
  - Middle Department Inspection Agency, Watervliet, NY 518-273-0861
- The Code Enforcement Officer must perform a final inspection and issue a Certification of Compliance before the pool, spa or hot tub is used. The pool, spa or hot tub MUST NOT BE USED until this Certificate is issued.

### POOL ENCLOSURE REQUIREMENTS

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- An enclosure (fence) shall be provided for outdoor swimming pools which surrounds the pool and accessory equipment.
- Hot tubs that have locking cover complying with ASTM F 136 are exempt from the enclosure requirements.
- A pool 24 inches or less in depth is exempt from the enclosure requirements.
- If an enclosure is required or desired, or if any deck structures are associated with the pool, a separate building permit application must be submitted, along with the pool permit application.
- In-ground pools must be enclosed with an enclosure (fence) meeting the following requirements:
  - Top of fence a minimum of 48 inches above grade or walking surface of other decks, either attached or adjacent to the pool deck with maximum clearance between grade and bottom of fence of 2 inches and have openings in the fence spaced less than 4 inches apart.
  - Gates or doors shall be self-closing and self-latching with latch handle at least 54 inches above grade and swing outward from the pool. When latch mounting height is below 54 inches then latch must be on pool side of the gate and set a minimum of 3 inches below top of gate and the gate shall have no opening greater than 1/2 inch within 18 inches of latch release mechanism.
  - Gates shall be capable of being locked when pool is not in use or supervised. Locking mechanism shall be by key, combination or other child proof lock sufficient to prevent access when pool is not in use or supervised.
  - Chain link fence mesh size shall not be more than 2-1/4 inches square.
  - Walls of aboveground pool may be used in lieu of enclosure, provided walls are a minimum 48 inches high on all sides and steps or ladder is capable of being secured, locked or removed to prevent access when pool is not in use or supervised; and when ladder is secured, locked or removed does not create any opening that would allow the passage of a 4 inch diameter sphere.
  - When ladder or steps cannot be secured, locked or removed then steps or ladder shall be surrounded by a barrier meeting requirements above.
- Enclosures shall be so located as to prevent adjacent structures, equipment or similar objects from being used to climb the enclosure.
- When a house's wall is used as a part of the enclosure and doors from the structure open into the pool enclosure, then the pool must be equipped with a powered safety cover OR all doors with direct access shall be equipped with an alarm which produces an audible warning when the door and its screen are opened. Alarm shall sound for 30 seconds and be heard throughout the house. The alarm shall automatically reset under all conditions. Alarm shall be equipped with a manual control (switch or touch pad) to temporarily de-activate the alarm for a single opening. Such de-activation shall last for 15 seconds maximum. De-activation control to be located 54 inches above door threshold.
- Enclosure shall be constructed so as not to provide footholds.

**POOL ALARM**

- **Purpose:** New York State Uniform Fire Prevention and Building Code requires that all residential or commercial swimming pools constructed after December 14, 2006 be equipped with an approved pool alarm capable of detecting a child entering the water and sounding an audible alarm because: “drowning is the second leading cause of unintentional injury-related deaths in children between the ages of one and fourteen nationwide, and the third leading cause of injury-related deaths of children in New York. Technological advances have produced several different types of pool alarms designed to sound a warning if a child falls into the water. When used in conjunction with access barriers, these alarms provide greater protection against accidental pool drowning.”
- An approved pool alarm that complies with the following requirements:
  - Is capable of detecting a child entering the water and giving an audible alarm when a child enters water;
  - Is audible poolside and at another location on the premises where the swimming pool is located;
  - Is installed, used and maintained in accordance with the manufacturer’s instructions;
  - Is classified by Underwriter’s Laboratory, Inc. (or other approved independent testing laboratory) to reference standard ASTM F2208, entitled “Standard Specification for Pool Alarms,” as adopted in 2002 and editorially corrected in June 2005, published by ASTM International, 100 Barr Harbor Drive, West Conshohocken, PA 19428; and
  - Is not an alarm device which is located on a person(s) or which is dependent on device(s) located on person(s) for its proper operation.

**POOL REQUIREMENTS DURING CONSTRUCTION**

- Pools must be enclosed by a temporary enclosure during construction of the pool. This temporary enclosure must be replaced by a permanent enclosure complying with all enclosure requirements stipulated below.

I hereby certify that I am the property owner / fence contractor and that I am duly authorized to make and file this application; and that all statements contained in this application are true to the best of my knowledge and belief; and that the work will be performed in the manner set forth in this application and the plans and information filed herewith.

Application is hereby made to the Village of Honeoye Falls for the issuance of a Building Permit, Pursuant to the Zoning Ordinance of the Village of Honeoye Falls and the New York State Building Code for the construction of an in-ground pool, above-ground pool or hot tub as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BUILDING PERMIT** ( ) Approved ( ) Denied Date: \_\_\_\_\_ by: \_\_\_\_\_  
Code Enforcement Officer