

## Instructions for Swimming Pool Permit

### \*Required Fields

**\*Applicant :** Full name and mailing address with a minimum of one contact number.

**Owner :** Only needed if different than the above applicant.

**\*Contractor :** Name of person or company who will perform the installation of said pool. Complete address and a minimum of one contact number is required.

**\*Location :** Physical address where pool will be installed.

**Subdivision :** If Known. (i.e. Deer Run, Oak Farms, etc...)

**Parcel :** Not applicable.

**Zoning :** Determined by Community Development Department.

**Tax Map Number :** Starts with 55 and can be found on your property tax documents.

**Size of Lot :** Length & width dimensions of subject property in feet.

**Deed Book :** Not applicable

**Volume :** Not applicable

**Owned Since :** Date of purchase by current owner.

**\*Type of Sewage :** Check appropriate box. On lot refers to septic tanks, sand mounds, etc... Public is serviced by P.T.S.A. or bordering municipal service.

**\*Type of Water :** Check applicable box. Private refers to wells, cisterns, etc... Public is serviced by M.A.W.C. etc....

**\*Project Description :** Under residential check box # 06 swimming pools.

**\*Cost of Improvement :** This is the total cost of materials and labor to bring project to a completed state.

**\*Building Measurements :** These measurements must include pool and any structure accessory to it. (i.e. deck, changing room, cabana, patio, etc...)

**\*Plot Plan;** This is a detailed and accurate drawing (may be hand drawn) of the subject property that shows all property lines and dimensions, all building locations and dimensions, all accessory structures and dimensions along with proposed pool location on lot with dimensions from pool location to lot lines and lot structures. **These dimensions must be accurate.**

**Two Complete Sets of Building Plans :** Not applicable

**\*Copy of Deed for Property :** If deed is not available, proof of ownership in the form of property tax receipt is acceptable.

**Copy of Workers Compensation Insurance :** If someone other than the owner / applicant will be performing work on the pool, proof of insurance will be required.

**Completed Excavation Permit :** Included with pool permit.

**Impact Fee :** Not applicable.

**PA One Call Serial # :** If any excavation work is being performed, upon notification PA One Call will come to property and flag locations of underground utilities. When you call to request service a number will be given to you , record it here.

**\*Application must be signed and dated to be considered complete.**

**No application will be processed without the required fields completed**

<b>Fees :</b> Above Ground	<b>\$ 75.00</b>
Below Ground	<b>\$ 100.00</b>
State Permit Fee	<b>\$ 4.00</b>

**Following is the township zoning ordinance pertaining to swimming pools.**

§ 190-47. Private swimming pools.

Private swimming pools, permanently fixed or portable, capable of containing water to a depth of any point greater than two feet, but not including farm ponds or open tanks, are permitted, provided that:

- A. The pool and any structure accessory thereto, including cabanas, decks, patios and similar features, shall be located in the side or rear yard a minimum distance of 20 feet from any property line;
- B. The pool and any structure accessory thereto are completely enclosed by a fence at least four feet in height to protect persons or animals from trespassing and to assure that they are not subject to danger or harm; and
- C. All openings in the fence are equipped with gates or doors equipped with a spring-loaded latch located a minimum of four feet above the adjacent ground, which shall be locked when not in use.
  - (1) Pools extending four feet or more above ground grade shall be exempt from the fencing requirement, provided that the pool has removable or retractable steps or ladders which are removed or retracted at all times when the pool is not in use.
  - (2) Retractable or removable steps or ladders on aboveground pools shall be retracted or removed when not in use, unless the entire pool is completely enclosed by a minimum four-foot fence.

**In addition, Senate Bill # 1046 also known as Nicholas' Law states :**

The regulations shall require an owner or lessee of a residential swimming pool, hot tub or spa to :

- (i) secure the structure with a barrier that has a locking device to prevent access to the structure when it is not in use; and
- (ii) utilize the locking device when the pool, hot tub or spa is not in use.

**This act went into effect 60 days after its April 18, 2006 passage date.**



# **PENN TOWNSHIP**

## **BUILDING PERMIT APPLICATION**

*Both sides of application to be completed*

<b>APPLICANT</b>		
NAME _____		
ADDRESS _____		
CITY _____	STATE _____	ZIP _____
PHONE (     ) _____		
ALTERNATE PHONE (     ) _____ CELL PHONE (     ) _____		
FAX (     ) _____ PAGER (     ) _____		

<b>OWNER (IF SAME AS APPLICANT CHECK <input type="checkbox"/>)</b>		
NAME _____		
ADDRESS _____		
CITY _____	STATE _____	ZIP _____
PHONE (     ) _____		
ALTERNATE PHONE (     ) _____ CELL PHONE (     ) _____		
FAX (     ) _____ PAGER (     ) _____		

<b>CONTRACTOR (IF SAME AS APPLICANT CHECK <input type="checkbox"/>)</b>		
NAME _____		
ADDRESS _____		
CITY _____	STATE _____	ZIP _____
PHONE (     ) _____		
ALTERNATE PHONE (     ) _____ CELL PHONE (     ) _____		
FAX (     ) _____ PAGER (     ) _____		

<b>LOCATION</b>			
PROPERTY LOCATED AT _____		CITY _____	ZIP _____
BETWEEN _____		AND _____	
(Cross Street)		(Cross Street)	
SUBDIVISION _____	PARCEL # _____	ZONING _____	
TAX MAP # 55- _____ - _____ - _____ - _____		SIZE OF LOT _____	
DEED BOOK _____	VOLUME _____	OWNED SINCE _____	

<u><b>TYPE OF SEWAGE</b></u>	<u><b>TYPE OF WATER</b></u>
<input type="checkbox"/> ON LOT	<input type="checkbox"/> PRIVATE
<input type="checkbox"/> PUBLIC	<input type="checkbox"/> PUBLIC
<input type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> NOT APPLICABLE
<b>SEWAGE VERIFICATION REQUIRED AT TIME OF BUILDING PERMIT ISSUANCE</b>	

**PROJECT DESCRIPTION**

**RESIDENTIAL**

- 01 HOUSE
- 02 ADDITION
- 03 REMODELING
- 04 GARAGE
- 05 PORCH, PATIO, DECK
- 06 SWIMMING POOL
- 07 SHED OR STORAGE

**COMMERICAL (BUSINESS)**

- 10 BUILDING
- 11 ADDITION
- 12 REMODLING

**(INDUSTRIAL)**

- 20 BUILDING
- 21 ADDITION
- 22 REMODELING

**OTHER**

- 60 CELL TOWER
- 60 TANK
- 60 MISC. (DESCRIBE) \_\_\_\_\_
- 60 EXEMPT BUILDING \_\_\_\_\_
- 70 DEMOLITION

**COST OF IMPROVEMENT** \_\_\_\_\_

**BUILDING MEASUREMENTS**

Length \_\_\_\_\_  
 Width \_\_\_\_\_  
 Height \_\_\_\_\_

**SQUARE FOOTAGE OF PROPOSED STRUCTURE**

BASEMENT \_\_\_\_\_  
 1<sup>ST</sup> FLOOR \_\_\_\_\_  
 2<sup>ND</sup> FLOOR \_\_\_\_\_  
 DECK \_\_\_\_\_  
 GARAGE \_\_\_\_\_  
 OTHER ENCLOSED AREAS \_\_\_\_\_

**TOTAL** \_\_\_\_\_

**IN ADDITION TO THIS APPLICATION THE FOLLOWING IS REQUIRED**

- \_\_\_\_\_ PLOT PLAN (must match building plans for proposed structure)
- \_\_\_\_\_ Two complete sets of building plans
- \_\_\_\_\_ Copy of Deed for property
- \_\_\_\_\_ Copy of Workers Compensation Insurance (If applicable)
- \_\_\_\_\_ Completed excavation permit application (If applicable)
- \_\_\_\_\_ Impact fee calculation and participation agreement (If applicable)
- \_\_\_\_\_ **PA ONE CALL** serial # \_\_\_\_\_  
(1-800-242-1776)

*Building permit fee is to be paid when permit is issued*

**Applications that are incomplete or that do not contain all the requested information will be rejected until the requested information or documentation is received. All building permits require a **FIFTEEN DAY (15)** review time from the date that the application is complete.**

Please note!

*Construction hours in Penn Township are from 7:00 AM to 9:00 PM.  
 The burning of construction materials is prohibited in Penn Township.*

\_\_\_\_\_  
**Signature of Person Completing This Form** DATE \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_