

SWIMMING POOLS

(As defined in By-law No. 15-06, means any in-ground and/or above-ground pool (hard sided and soft sided) containing water greater than 600 mm (2 feet) deep, or has the capacity to hold water of a depth greater than 600 mm (2 feet), which has been artificially created for the purpose of swimming, bathing, wading or reflecting.

This Permit Package Includes:

1. Application to Permit (pg 2-4)

Pages 2-4 **MUST** be completed in **FULL** & returned to the Township
**failure to complete in full may result in delay of permit assessment/issuance*

2. Outdoor Swimming Pools Guide (pg 5-7)

3. Does My Pool Need a Fence? (pg 8-9)

Do Not Commence any
Construction, excavation, installation prior to receiving your permit.

APPLICATION TO PERMIT

Building Code Act - Separate Applications Are Required for Each Structure

To be completed in Full - Incomplete application forms may result in delay of processing

* Sufficient information shall be submitted with each application to enable the Chief Building Official to determine if the proposed work will conform with the Building Code Act, regulations thereunder & any other applicable law. **CHECK APPROPRIATE BOX:**

**Above Ground
Swimming Pool**

select one: *Soft-sided (inflatable)*
 Hard-sided

**Outdoor
Hot Tub**

**In-Ground
Swimming Pool**

Owner(s)

Mailing Address

Phone: Email:

Contractor/Installer (if different from property owner)

Name(s).....

Mailing Address

Phone: Email:

PROPERTY INFORMATION

Roll Number

Street Address

Concession, Lot (s)

Subdivision Information (if applicable): Registered Plan No., Lot

Survey Information (if applicable): Reference Plan 28R-....., Part(s)

Lot Area acres ±; Lot Size ft. x ft.±

APPLICATION TO PERMIT (Continued)

1. **Please Provide a Brief Description of the Work**

.....

.....

2. **Dimensions - of Proposed Structure**

of Pool Length, Width **or Diameter**, Height

of Deck Length, Width, Height N/A

3. **Setbacks From Proposed Structure to Lot Lines** (*Viewed from Road*)

Left Side Yd ft. Right Side Yd ft. Rear Yd ft. Front Yd..... ft.

Required **Plot Plan / Site Sketch** has been Submitted

4. **Swimming Pool Gate/Latch and/or Fence Details**

..... N/A

5. **Estimated Valued of Work** (required for the records of Statistics Canada)

DECLARATION

- I, the undersigned, am the authorized owner/agent of the owner named above and I certify the truth of all statements/representations made.
- I understand that the issuance of a permit shall not be deemed a waiver of any provisions of any by-laws or requirements of the Building Code Act or regulations made thereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.
- I acknowledge that in the event a permit is issued, any departure from specific conditions, plans, specifications or building locations proposed in the above application is prohibited and such could result in the permit being revoked.
- I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with by-laws or requirements of the Building Code Act, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

Please correspond with the **Property Owner** **on all matters relating to this application.**
 Contractor

Date

.....
Signature of Owner or Authorized Agent

APPLICATION TO PERMIT

Form which can be used for required Site Sketch/Plan

For existing and proposed structures, include (as appropriate):

- 1) Distances to: all lot lines
 septic (tank and tile bed)
(note: to be minimum of 17 ft from septic tile bed area and 5 ft. minimum from septic tank. To be sited outside of septic mantle area.)

- 2) road location
- 3) dimensions

OUTDOOR SWIMMING POOLS

This information package* is intended to help you, the homeowner or contractor, to better understand building permit procedures and other approvals which may be required for the installation of a pool.

We urge you to read all of this information carefully and keep it handy for future reference.

If you should have any questions, please contact:

*Building Department: Ontario Building Code
613-923-2251 Building By-Law
Swimming Pool By-Law*

Email: admin@frontofyonge.com

*Clerk/Zoning Administrator: Zoning By-Law
613-923-2251 (Includes minimum setback
requirements from lot lines etc.)*

Email: jault@frontofyonge.com

**** Please note this is a guide prepared to help you understand the development process. This package is intended to give general information only and is not an interpretation of the relevant by-laws or acts.

For specific requirements and procedures, please refer to the appropriate legislation and/or consult with the appropriate department at the Township Office.

APPLYING FOR A POOL PERMIT

To apply for a pool permit, a completed application must be submitted with the required drawings to the Township office (for review by the Chief Building Official (C.B.O.)).

It is important to detail the height and type of fencing/enclosures and gates in the application form. Incomplete application forms and/or drawings will delay the process. Should you have any questions in completing the application, Township staff would be happy to assist you.

It is recommended that you allow **one to two weeks processing time**. Due to the number of matters required to be reviewed, pool permits cannot and will not be issued on an as-you-wait basis.

REQUIRED DRAWINGS AND SPECIFICATIONS

Site Plan

Dimensioned site plans (plans noting measurements) will be reviewed for compliance with the zoning and pool by-law. The site plan must show:

- Location of:
 - pool
 - deck
 - fence
 - gates
 - equipment (filter, heater, pump, etc.)
 - septic tank and tile bed
 - *proposed* accessory structures (shed, cabana, etc.) and existing structures
 - significant landscaping features (retaining walls, trees, etc.)
 - easements (hydro, gas etc.)

- Distance between pool and:
 - property line(s)
 - fences
 - septic tank
 - tile bed
 - other structures

- Details pertaining to the drainage of the property (location of swales, catch basin, significant changes in elevation, etc.)

Construction must be in accordance with the plans. If any changes are required, revised drawings **MUST** be submitted for review and approval by the C.B.O.

Note: Should a raised deck or other accessory buildings be constructed in conjunction with the pool, two (2) complete sets of construction plans will be required.

MUNICIPAL REGULATIONS

1. **ZONING:** For required minimum distances for pool, deck or accessory building please contact the Clerk/Zoning Administrator.

2. **POOL ENCLOSURE / FENCE:**

For complete construction requirements refer to the Township pool by-law.

The enclosure / fence shall:

- be a minimum of 1.2 metres (4 ft) high
- be at least 1.0 metres (3 ft) away from the pool
- be constructed in such a manner so as to prevent entry
- have all gates equipped with self-closing and self-latching devices located inside the gate at the top (locks are not required but are certainly recommended when the pool is not in use)

It is important to ensure that a ladder-type situation is not created for easy access to the pool area, either by way of the fence design or, as a result of proximity to climbable objects. (*Refer to the pool by-law for required distances between such items*).

When the **rear door of a garage accesses the pool area**, it is required to have the same features as are required on enclosure / fence gates (self-closing, self-latching devices).

3. **INSPECTION:** (*Required prior to filling the pool with water*)

A copy of the approved plans must be on site and the following must be completed before the required inspection (*otherwise the inspection may not be carried out*):

- pool installation
- fence, gates and latches

Does My Pool Need a Fence?

This information is intended to help you to better understand the pool permit procedure and safety and enclosure requirements for the installation of a pool.

Applying for a Pool Permit:

Please submit a completed pool permit application form with details on the type of pool being installed and construction drawings (if a deck or other accessory building is being constructed in conjunction with the pool).

Zoning/Setback Requirements:

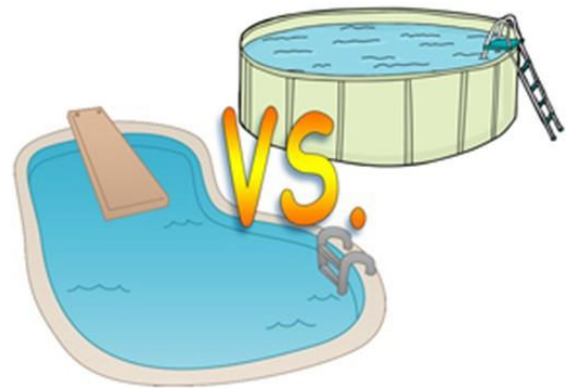
For required minimum distances for pool, deck or accessory building please contact the Clerk/Zoning Administrator.

Pool Enclosure/Fence Safety Requirements:

It is important to detail the height and type of fencing/enclosures and gates in the application form.

The type of pool will determine the enclosure requirements.

We recommend that you submit a picture of the pool to be installed with your pool permit.

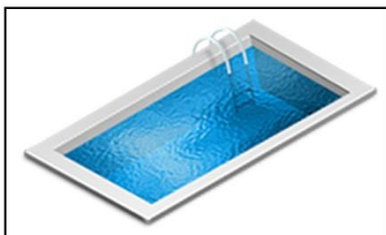


Enclosures/fencing shall:

- be a minimum of 1.2 metres (4 ft.) high
- be at least 1.0 metres (3 ft.) away from the pool
- be constructed in such a manner so as to prevent entry
- have all gates equipped with self-closing and self-latching devices located inside the gate at the top (locks are not required but recommended when the pool is not in use)

Examples of pools that require a fence:

In-ground Pools:



Soft-Sided / Easy Set Pools
(regardless of height)



Examples of pools that **may** require a fence **or** need to be retrofitted on the exterior such that side strapping and hosing/equipment cannot be climbed by children and also have a removable ladder:

Steel Frame Self-setup Pools:



Examples of pools that **may not** require a fence but require a locking or removable ladder (provided there is no exterior hosing/equipment that can be climbed by children) **or** a self-closing/latching gate if accessed by a deck:

Traditional Hard-Side Above-Ground Pools:
(typically installed by a pool contractor)
strapping)



Steel Frame Pools
(without exterior



Should you have any questions regarding whether your pool and proposed enclosure will meet the requirements of Pool By-law 15-06, Township staff would be happy to assist you.

Inspection: Required after installation of pool, deck, fencing, etc. prior to filling the pool with water. Please contact the Building Department to schedule your inspection.

***Please never leave any child unattended in the pool area.
Competent adult supervision is necessary to prevent drowning and injury.***

Should have any questions, please contact:
613-923-2251 Email: admin@frontofyonge.com

Classes of Permits and Permit Fees

1.	To repair and/or alter a building, or construction/install a swimming pool, installation of a solid fuel fired appliance and/or chimney, including agricultural buildings.		
	a) Minimum Fee	\$125	
	b) Value of gut renovations to be calculated at	\$125+\$12/\$1000 of	construction value
2.	To install solar panels:		
	a) Valued up to \$200,000	\$200	
	b) Valued greater than \$200,000	\$300	
3.	To construct a building or addition to a building:		
	a) New Construction:	\$125+\$12/\$1000 of	
	Single family/seasonal/modular dwellings	construction value	
	(Valued at \$120.00 per sq. ft. or contractor's price;		
	At \$80.00 per sq. ft. for 2 nd floor/finished basement)		
	b) Repairs, alterations, or additions:	\$125+\$12/\$1000 of	
	construction value		
	c) Accessory buildings to:	\$125+\$12/\$1000 of	
	(Valued at \$30.00 per sq. ft. or contractor's price)	construction value	
	d) Decking:		
	(Valued at \$15.00 per sq. ft. or contractor's price)	\$125+\$12/\$1000 of construction value	
4.	To demolish any building	\$125	
5.	To authorize occupancy prior to completion as per Subsection 2.4.3 of regulation 413/90	\$125	
6.	To authorize occupancy of a completed building	N/C	
7.	Annual renewal of permit	\$100	
8.	Written request for special inspection	\$125	
9.	Change of use permit	\$125	
10.	Building without a permit		double the cost of
	the Building Permit		
11.	Building Code Equivalency Evaluation	\$1000	
	(not including the cost of services by Independent Consultants or services by other)		

*For information purposes only. Permit fee to be determined by the Township Office.