

**BUILDING PERMIT APPLICATION
SUBMITTAL REQUIREMENT**

**SWIMMING POOLS (IN-GROUND OR ABOVE-GROUND),
SPAS AND HOT TUBS (CONTAINS WATER OVER 24 INCHES DEEP)**

- * Please read all of the following information.
- * The following is a check list. You must have a “checkmark” in all the sections listed below prior to submitting your application.

_____ “Affidavit of Exemption” (See attached form) If you are hiring a contractor to construct your pool, and they have workers’ compensation, have the contractor or their insurance carrier provide us with a “Certificate of Insurance” showing proof of such. If the homeowner or a contractor without workers’ compensation is constructing the pool, the attached form must be completed and notarized.

_____ A site plan showing the proposed pool, hot tub or spa location including the distances in feet, to the front, sides and rear property lines.

_____ Two (2) sets of complete construction documents that show in detail code compliance for all of the work proposed to include but limited to the following information;

_____ Safety barrier - show type for your specific pool installation, (fence, walls, etc.) including height.

_____ If installing deck at pool - take submittal requirements for deck also.

_____ Electrical service (pump, filter, receptacles, etc.) show location and type of wiring method.

_____ Completed building permit application.

MDIA will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be marked “approved”. A building permit will be issued and the applicant will be notified of the inspection fees and when they can pick-up the permit at the Municipal Building. All fees shall be paid prior to the issuance of the permit. Then use the inspection procedures provided to have all of the required inspections performed.

**Page 2 INSPECTION PROCEDURES FOR SWIMMING POOLS, SPAS
AND HOT TUBS**

- * Building permit must be posted on the site of the work until completion of the project.
- * Your approved plans must be available at all times for inspections. These are the plans that were submitted with your application and were marked "Approved" by the Building Code Official.
- * The permit applicant or authorized agent is responsible for scheduling all inspections.
- * **DO NOT schedule an inspection if the work is not ready!!!**

**MINIMUM OF 24 HOUR NOTICE REQUIRED TO THE
MIDDLE DEPARTMENT INSPECTION AGENCY, INC.**

ALL POOLS:

1. Electrical Inspection -
 - A. Bonding all metal parts (rebar if concrete, ladder, etc) associated with pool.
 - B. Underground to be inspected prior to cover.

Inspector, John Balsler Phone, 1-800-662-6342
2. If Installing Deck Around Or Next To Pool - Use inspection procedure for decks also.

Inspector, John Balsler Phone, 1-800-662-6342
3. Safety Barrier Inspection - Done prior to filling pool with water.

Inspector, John Balsler Phone, 1-800-662-6342
4. Final Electrical.

Inspector, John Balsler Phone, 1-800-662-6342

AFFIDAVIT OF EXEMPTION

The undersigned affirms that he/she is not required to provide workers compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

____Property owner performing own work. If property owner does hire contractor to perform any work pursuant to building permit, contractor must provide proof of workers' compensation insurance to the municipality. Homeowner assumes liability for contractor compliance with this requirement.

____Contractor has no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the municipality.

____Religious exemption under the workers' compensation Law. All employees of contractor are exempt from workers' compensation insurance (attach copies of religious exemption letters for all employees).

Signature of Applicant

County of _____
Municipality of _____

SEAL

Subscribed, sworn to and
acknowledge before me
by the above _____
this _____ day of _____
20_____.

Notary Public