



City of Huntington
Community Development
& Redevelopment

300 Cherry Street, Huntington, IN 46750
Ph: (260) 356-5146 Fax: (260) 454-5211
www.huntington.in.us

SWIMMING POOL BUILDING PERMIT / IMPROVEMENT LOCATION PERMIT APPLICATION

DATE APPLIED: _____ PERMIT NO: _____
DATE ISSUED: _____ RECEIPT NO: _____

Department Use Only

Parcel #: _____ Township: _____
Subdivision: _____ Section/Phase: _____ Lot #: _____ Zoning: _____

Address of Construction Activity: _____

P R O P E R T Y	O W N E R	Name: _____	
		Mailing Address: _____	
		City/State/Zip Code: _____	Ph: _____

Individual / Contractor Responsible for Pool Installation:

Pool Contractor: _____
Name Address Phone

Concrete Contractor: _____
Name Address Phone

Electrical Contractor: _____
Name Address Phone

<u>Above Ground Pool</u> (if less than 42" water depth, permit not required)	<u>In-Ground Pool</u> (permit required regardless of water depth or size)
Wall Height: _____ Size: _____ (diameter)	Pool Depth: _____ (at deepest point)
Type: <input type="checkbox"/> Easy-set (portable) <input type="checkbox"/> Permanent	Shape: _____ Dimensions: _____ X _____
Safety Feature: _____ (required if wall height is less than 48" from grade at any point)	Safety Feature: <input type="checkbox"/> Automatic Cover <input type="checkbox"/> Fence (min 4' tall) (required on all in-ground pools)
Filtration Pump System: <input type="checkbox"/> Yes (GFCI required) <input type="checkbox"/> No	Diving Equip: <input type="checkbox"/> Yes <input type="checkbox"/> No Pool Shed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Deck/Platform: <input type="checkbox"/> Yes (separate permit required) <input type="checkbox"/> No	Apron: <input type="checkbox"/> Concrete <input type="checkbox"/> Other: _____

Separation Distance (from any water point or diving platform): _____ Overhead power lines _____ Underground power lines

Est. Cost of Construction: \$ _____ Est. Date of Completion: _____ / _____ / _____

I hereby certify that I have the authority to make the foregoing application; that the application and accompanying plans/documentation are correct; and that the Department is hereby authorized to enter the premises to perform required inspections; and that any structure will not be used or occupied until a Certificate of Occupancy has been issued. I further acknowledge that the violation of applicable codes and ordinances may result in the assessment of fines and penalties.

<u>Department Use Only</u>	
Permit Fee	
Permit Fee:	\$ _____
Other: _____	\$ _____
Total Fees:	\$ _____

Applicant Signature Printed Name Date

Approved by: _____

Department Representative Date

Comments/Conditions: _____

THE FOLLOWING INFORMATION, IF APPLICABLE, MUST BE SUBMITTED WITH THE BUILDING/IMPROVEMENT LOCATION PERMIT APPLICATION:

1. Site plan of the property showing:
 - a. All property lines and dimensions
 - b. All streets, alleys, and other rights-of-ways adjacent to the site
 - c. The location of all recorded easements
 - d. The location of all County Regulated Legal Drains (both open ditches and tiles)
 - e. All parking areas designated for off-street parking
 - f. All existing and proposed structures
 - g. All existing and proposed fences
 - h. The setbacks of all existing and proposed structures
 - i. The height, width, and depth of proposed structures
2. Ensure that the site plan shows the location of all utility lines (overhead and underground) and their separation distance from the proposed pool.

PLEASE NOTE THE FOLLOWING REQUIREMENTS WHICH MAY APPLY:

1. Setbacks must be maintained from all property lines, you may need to join two or more parcels prior to permit approval.
2. Construction must be at least 10' from any water well or component of a septic system.
3. Other permits may be required for the following: Electrical permit, Plumbing permit, Fence permit.
4. Electrical permits may only be obtained by an electrician licensed by Huntington County, or the deeded owner if residing at the home.
5. There must be a minimum of 14'-6" clearance in any direction from the diving platform from overhead power lines.
6. There must be a minimum of 22'-6" clearance in any direction to the water level, edge of water surface, base of diving platform, or permanently anchored raft from overhead power lines.
7. There must be a minimum of 5' clearance between the pool and any underground power lines

IMPORTANT INSPECTION INFORMATION

1. Inspections may be scheduled by calling the Department at (260) 356-5146 during normal business hours 8:00 am - 4:30 pm Monday through Friday (except holidays). The Department does **NOT** accept inspection requests by email, fax, or voicemail. You do not need to speak to an inspector to schedule an inspection, any member of the staff can assist you in scheduling.
2. Concrete inspections (including bonding) requires a minimum of 4-hours notice. All other inspections require a minimum of 24-hours notice.
3. Failure to call for a required inspection will result in the assessment of fines/penalties. You may also be required to undo already completed work so that code compliance may be verified by the inspector.
4. If an inspection is failed/denied by the inspector, a re-inspection fee may be assessed and you will be required to schedule a new inspection appointment.
5. Payment of any fines/penalties/re-inspection fees must be paid to the Department prior to any other inspections being scheduled. Payment is required by cash or check only. The inspectors do not and can not accept payment of these assessed fees.
6. The following inspections (when required as marked on your yellow inspection card) are due at the following stages of construction:
 - a. Bonding: Once bonding wiring is installed to all metal devices. This includes all reinforcement installed in the concrete decking around the perimeter of the pool. A minimum of 12" grid required in pool deck.
 - b. Final: Once the pool is completely constructed, filled with water, and all required safety features are in place (ready for swimming).

THE ISSUANCE OF A PERMIT SHALL NOT AUTHORIZE THE VIOLATION OF ANY PROVISION OF THE BUILDING CODE, ELECTRICAL CODE, PLUMBING CODE, ZONING CODE, OR ANY OTHER APPLICABLE CODE OR REGULATION.