



The Borough of Hollidaysburg

401 Blair Street, Hollidaysburg, PA 16648 814/695-7543
Fax 696-0636
TTY 696-0300

Building Code Department
(814) 695-3880

Swimming Pool Permit Submittal Guide for Single and Multi Family Homes

“Swimming Pool” definition

Any structure intended for swimming or recreational bathing that contains water **over 24 inches** deep. This includes in-ground, above ground, on ground, temporary, and inflatable pools. This definition also includes hot tubs and spas.

Uniform Construction Code Reference

2006 International Residential Code, Chapter 41 and Appendix G. A copy of the 2006 International Residential Code is available for public use at the Building Code Department, located in the Municipal Building.

Permit Application and Inspection Procedure: Four (4) Steps:

1. Compliance with Zoning Regulations

- A. The Borough has setback regulations for the placement of swimming pools. These regulations are found in Section 505 of the Zoning Ordinance, which is available for review online (www.hollidaysburgpa.org) or at the Building Code Department in the Municipal Building.
- B. Plot Plan or Lot Survey - Permit applicants must submit a drawing of the lot

that shows its dimensions, existing structures (include sheds, detached garages and accessory buildings), location of the proposed pool, spa or hot tub (including its distance from property lines or other structures), as well as the location of any overhead electric and/or communication cables. The street address should also be clearly visible.

- i. The plot plan makes it possible to determine the distance of the proposed swimming pool, hot tub or spa to any property line, in order to comply with yard setback requirements.
- ii. It is the responsibility of the applicant to provide the plot plan when applying for a permit.
- iii. The plot plan does not have to be drawn by a certified architect or engineer. However, distances on the plot plan must be accurate, drawings must be clear and writing must be legible. In some cases, it may be necessary for a surveyor to accurately determine property lines.

2. Compliance with the Pennsylvania Uniform Construction Code

A. THREE (3) SETS OF CONSTRUCTION PLANS, DRAWINGS, OR BLUEPRINTS must be submitted with the Zoning and Building Permit Application. One (1) copy of the swimming pool manufacturer's instructions must also be submitted.

- i. Plans, drawings or blueprints need not be prepared by an architect or engineer, but must be drawn clearly, accurately to scale, and with sufficient detail. Sketches and doodles cannot be accepted.
- ii. **Details that must be shown:**
 - a. Pool dimensions, wall height, wall slopes, floor slopes, surface cleaning devices, walkways, steps and/or ladders, diving/sliding boards, water supply, water treatment, drainage systems.
 - b. Plans for required barriers, fencing and pedestrian access gate latching. Plans must show structural framing that includes footings, beam, post and joist layout, guardrails,

stairways and handrails.

- c. Electric Plan - Please show overhead electric wire and cable clearances, underground wiring and/or conduit, wiring methods and insulated ground requirements, receptacle locations, light fixtures, switch locations, landscape lighting, ground fault circuit interrupter protection for receptacles and equipment and disconnect locations.
- d. Accessory buildings, if included. Accessory buildings include buildings that house plumbing and pool heaters.

B. Basic Uniform Construction Code Requirements for Swimming Pools

- i. All swimming pools, whether temporary or permanent, shall have a protective barrier at least 48 inches above the finished grade. If pool walls are above 48 inches, a barrier is not required. The maximum vertical distance between grade and the bottom of the barrier shall be two (2) inches.
- ii. Access gates shall swing out, away from the pool, and be self-closing and self-latching.
- iii. For temporary swimming pools, GFCI (Ground Fault Circuit Interrupter) protection is required for all electrical equipment and power supply cords.
- iv. Ladders or steps must be capable of being secured, locked or removed to prevent access.

3. Payment of Permit Fees

- A. Plan review for residential swimming pools is provided free of charge.
- B. The Zoning Permit fee for all swimming pools is \$25.00.
- C. The Building Permit fee is based upon several factors which depend upon the complexity of the construction and size of the pool. Generally, above ground and temporary swimming pools will have lower fees than in ground swimming pools. The Building Permit fee for swimming pools

will usually, but not always, range from \$100 to \$200.

*** Please note the Building Permit fee is separate from the Zoning Permit ***

- D. All permit fees are due at the time of permit issuance.
- E. The Borough accepts only cash or checks. No credit or debit cards are accepted. Checks are made payable to the Borough of Hollidaysburg.

4. Required Inspections and Certificate of Occupancy

- A. **Inspections** - Upon issuance of the Building Permit, you will be given the name of and telephone number of the Borough's Building Code Inspector. Please contact the Building Code Inspector as soon as possible to discuss your project and the necessary inspections. Contacting the Building Code Inspector prior to commencement of the permitted construction will ensure that inspections are scheduled in a timely manner.
- B. **Issuance of Certificate of Occupancy** - Under the Pennsylvania Uniform Construction Code, all swimming pools require a Certificate of Occupancy in order to be legally occupied and used. Swimming pools shall not be used until the final inspection is approved and the Borough of Hollidaysburg Building Code Official issues the Certificate of Occupancy. Following the approval of the final inspection, the permit holder must contact the Borough Building Code Official (not the Building Code Inspector) and provide the Building Code Official with the signed inspection report from the Building Code Inspector. The Building Code Official will then provide you with a signed, original Certificate of Occupancy. It is important to keep this document for your records in order to prove your swimming pool is legally occupied and was constructed in conformance with the Pennsylvania Uniform Construction Code.