

**TOWN OF LANCASTER**  
**BUILDING DEPARTMENT**  
695 MAIN ST.  
PO BOX 428  
LANCASTER, MA. 01523  
PHONE 978-368-4010  
FAX 978-368-4009

A GUIDE FOR OBTAINING A SWIMMING POOL PERMIT

Zoning Compliance  
Tax Collector sign off  
QVHD - when applicable

**BUILDING DEPARTMENT REQUIRMENTS:**

Building permit application completely filled out with fence detail.

Plot plan

Before you dig #BUD

Worker's Compensation certificate

2 sets of construction plans for pool

For inground pool engineering is required with stamped seal and signature.

Construction plans are to show:

1. Foundation drawings showing depths, sizes and types of foundation and thickness.
2. Full section drawing.
3. When diving board will be installed, all applicable dimensions are required.

**You must apply for an electrical permit.**

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**APPLICATION FOR SWMMING POOL PERMIT**

PERMIT NO. \_\_\_\_\_ TAX COLLECTOR: \_\_\_\_\_ DATE: / /  
JOB LOCATION: \_\_\_\_\_  
OWNERS NAME: \_\_\_\_\_  
OWNERS STREET ADDRESS: \_\_\_\_\_  
TOWN: LANCASTER STATE: MASSACHUSETTS ZIP: \_\_\_\_\_  
HOME PHONE NO. \_\_\_\_\_ WORK PHONE NO. \_\_\_\_\_  
CONTRACTOR'S NAME: \_\_\_\_\_ LICENSE \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIIP: \_\_\_\_\_  
EST. COST OF POOL: \$ \_\_\_\_\_

**ABOVE GROUND POOL**

MODEL \_\_\_\_\_ MANUFACTURER \_\_\_\_\_

DIMENSIONS \_\_\_\_\_ SHAPE \_\_\_\_\_  
HEIGHT ABOVE GRADE \_\_\_\_\_  
HOW WILL ACCES TO POOL COMPLY WITH CODE? \_\_\_\_\_

**INGROUNDPOOL**

MODEL \_\_\_\_\_ MANUFACTURER \_\_\_\_\_  
ENGINEERING REQUIREMENTS \_\_\_\_\_  
DIMENSIONS \_\_\_\_\_ SHAPE \_\_\_\_\_  
DEPTH AT DEEPEST POINT \_\_\_\_\_ DIVING BOARD \_\_\_\_\_  
WILLPOOL BE HEATED? \_\_\_\_\_ WILL THERE BE UNDERWATER LIGHTING? \_\_\_\_\_

**ALL INGROUND SWIMMING POOLS REQUIRE DRAWINGS SIGNED AND SEALED  
BY A MASSACHUSETTS LICENSED PROFESSIONAL ENGINEER.**

I certify that I am the owner of record of the named property or that the owner authorizes the proposed work  
I have been authorized to make this application as an authorized agent we agree to conform to all applicable laws, regulations  
and ordinances. All information contained within is true and accurate to the best of my knowledge and belief.

PRINTED NAME OF OWNER \_\_\_\_\_  
SIGNATURE OF OWNER \_\_\_\_\_

PRINTED NAME OF AUTHORIZED AGENT \_\_\_\_\_

SIGNATURE OF AUTHORIZED AGENT \_\_\_\_\_

Required before a permit is issued:

Copy of license \_\_\_\_\_ Workman's Compensation Form \_\_\_\_\_

**PLEASE FILL OUT THE BACK OF THIS FORM.**

TEMPORARY FENCING IS REQUIRED TO BE INSTALLED BEFORE EXCAVATION BEGINS ON INGROUND POOLS.

In the space below, please illustrate the following information:

- 1) The location of the pool relative to the property lines.
- 2) Location of the pool fence
- 3) Location of the house on the property
- 4) Details of pool fence i.e.type, height, ECT.
- 5) Do any doors from the house access the pool
- 6) If yes to above, how will doors comply with the code?

#### Required Inspections

- 1) Footing.
- 2) Pool Bonding/lights & rebar before concrete.
- 3) Any underground electrical wiring before it is buried.
- 4) Pressure test gas lines before being covered.
- 5) Public Act 99-140 Pool Alarm Required.
- 6) Final inspection after all work is completed.

## REQUIRED SWIMMING POOL INSPECTIONS

The following is a list of inspections that need to be performed prior to the continuation of work. Request for inspections can be made by calling the Building Department at (978) 368-4010

TRENCH AND BONDING Electrical trench depth verification and bonding of pool and metal appurtenances including metal reinforcing for gunite pools.

FINAL ELECTRICAL Location of equipment and GFCI protection. Convenience outlet provided.

FINAL Swimming pool access protection must be provided before pool can be used.

Each swimming pool installation requires a Building and an electrical permit. Additional permits and inspection are required for pool decks.

421.10.1 OUTDOOR PRIVATE SWIMMING POOL: An outdoor private swimming pool, including an in-ground, above ground or on ground pool, hot tub or spa shall be provided with a barrier which shall comply with the following.

1. The top of the barrier shall be at least 48 inches (1219mm) above finished ground level measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between finished ground level and the barrier shall be 2 inches (51mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above finished ground level, such as an above ground pool, the barrier shall be at finished ground level, such as the pool structure, or shall be mounted on top of the pool structure. Where the barrier is mounted on the pool structure, the opening between the top surface of the pool frame and the bottom of the barrier shall not allow passage of a 4-inch (102 mm) diameter sphere.
2. Openings in the barrier shall not allow passage of a 4-inch (102mm) diameter sphere.
3. Solid barriers shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.
4. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1 3/4 inches (44 mm) in width. Decorative cutouts shall not exceed 1-3/4 inches (44 mm) in width.
5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143mm) or more, spacing between vertical members shall not exceed 4 inches (102mm). Decorative cutouts shall not exceed 1-3/4 inches (44mm) in width.
6. Maximum mesh size for chain link fences shall be a 1 1/4 inch (32mm) square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than 1 3/4 inches (44mm).
7. Where the barrier is composed of diagonal members, such as lattice fence, the maximum opening formed by the diagonal members shall not be more than 1 3/4 inches (44mm).
8. Access gates shall comply with the requirements of items 1 thru 7 of Section 421.10.1 and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outwards away from the pool and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372mm) from the bottom of the gate: (a) the release mechanism shall be located on the pool side of the gate at least 3 inches (76mm) below the top of the gate; and (b) the gate and barrier shall not have an opening greater than 1/2 inch (13mm) within 18 inches (457mm) of the release mechanism.
9. Where a wall of a dwelling unit serves as part of the barrier and contains a door that provides direct access to the pool, one of the following shall apply:
  - 9.1 All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and its screen, if present, are opened. The audible warning shall commence no more than 7 seconds after the door and door screen, if present, are opened and shall sound continuously for a minimum of 30 seconds. The alarm shall have a minimum sound pressure rating of 85 dBA at 10 feet (3048mm) and the sound alarm shall be distinctive from other household sounds such as smoke alarms, telephones and door bells. The alarm shall automatically reset under all conditions. The alarm shall be equipped with manual means, such as touch pads and switches, to deactivate temporarily the alarm for a single opening from either direction. Such deactivation shall last for not more than 15 seconds. The deactivation touch pads or switches shall be located at least 54 inches (1372mm) above the threshold of the door.
  - 9.2 All doors with direct access to the pool through that wall shall be equipped with a self-closing and self-latching device with the release mechanism located a minimum of 54 inches (1372mm) above the floor. Swinging doors shall open away from the pool area.
  - 9.3 The pool shall be equipped with a power safety cover. Where in a closed position, the cover shall be capable of holding a weight of 485 pounds (2157N), shall not have any openings that allow passage of a 4 1/2 inch (114mm) sphere and shall incorporate a system to drain standing water that collects on the cover. The cover control switch shall be permanently installed in accordance with NFPA 70 listed Chapter 35, and be key-operated and of a spring loaded or momentary - contact type. Where the switch is released, the operation of the cover shall stop instantly and be capable of reversing direction immediately. The switch shall be in line of sight of the complete pool cover.
10. Where an above ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure and the means of access is a fixed or removable ladder or steps, the ladder or steps shall be surrounded by a barrier which meets the requirements of items 1 thru 9 of section 421.10.1. A removable ladder shall not constitute an acceptable alternative to enclosure requirements.