

Swimming Pool/Hot Tub Package

- ✓ **Swimming Pool and Hot Tub Requirement Checklist**
- ✓ **Application for a Pool and Hot Tub Permit with sample drawing**

Please note:

A zoning certificate must be applied for at the Planning Department counter prior to the permit application submission. Two additional sets of detailed drawings are required for the zoning review along with a Site Alteration Form.

For more information, contact the Planning Department at (905) 335-7642 or visit our website at www.burlington.ca

Requirements for Swimming Pool Permit:

- Completed pool/hot tub permit application form
- Two copies of detailed drawings which include:
 - Type of pool (in ground, on ground, above ground)
 - Size and shape of pool
 - Pool location including the setbacks from property lines
 - Fencing details (material and height)
 - Gate details showing self-latching/self-closing
 - Location and setback measurement of pool equipment from property line
 - Location and setback measurement of septic system (if applicable).
 - Any easements on property and who they belong to
 - **All measurements must be in metric**
 - See the example site plan for specific measurement requirements
- Two copies of a survey issued by an Ontario Land Surveyor (if available)
- Receipt from zoning certificate application
- Proof of ownership of property OR developer authorization letter if property is in an unassumed subdivision or being used as a rental home OR approval from the condo board if applicable
- Permit Fee
 - In ground Pool \$317.32
 - On ground Pool \$317.32
 - Above Ground Pool \$161.26
 - Temporary/Inflatable Pool \$79.07

Requirements for Hot Tubs Permit:

To be considered a hot tub it must have less than 8m² of total water surface area, otherwise it would be classified as a swimming pool

- Completed pool/hot tub permit application form
- Two copies of detailed drawings which include:
 - Size and shape of hot tub
 - Hot tub location including the setbacks from property lines
 - Fencing details (material and height) and/or if hot tub has a lockable lid
 - Gate details showing self-latching/self-closing
 - Location and setback measurement of septic system (if applicable).
 - Any easements on property and who they belong to
 - **All measurements must be in metric**
 - See the example site plan for specific measurement requirements
- Two copies of a survey issued by an Ontario Land Surveyor (if available)
- Proof of ownership of property or developer authorization letter if property is in an unassumed subdivision or being used as a rental home OR approval from the condo board if applicable
- Permit Fee
 - Hot Tub/Hydro Massage Pool \$79.07



APPLICATION FOR A SWIMMING POOL/HOT TUB PERMIT
 Planning and Building Department Phone : 905-335-7731 Fax : 905-335-7876

NOTE: Please submit two copies of detailed plans with your application – (see over for details)

ALL MEASUREMENTS MUST BE SUBMITTED IN METRIC

Scope of Work: In Ground Pool On Ground Pool
 Above Ground Pool Temporary/Inflatable Pool
 Hot Tub/Hydro Massage Pool with **Lockable Lid** **Yes** **No**

Estimated Value of Construction: \$ _____ (does not include landscaping)

OFFICE USE

Permit No: _____
 Permit Fee: _____
 Receipt No: _____
 Payment Method: _____

Construction Address	Municipal Address					
	Zoning	Lot #	Plan #	Lot Frontage	Easements Y or N	Septic System Y or N

Swimming Pool/ Hot Tub Description (Type, Size & Shape)					
	Heater Y or N				

Property Owner	Name	Phone ()	E-Mail	
	Address	City	Postal Code	

Swimming Pool/ Hot Tub Contractor	Name	Phone ()	E-Mail	
	Address	City	Postal Code	

Applicant	Name	Phone ()	E-Mail	
	Address	City	Postal Code	

Tenant (if applicable) *see item #1b, below	Name	Phone ()	E-Mail	
	Address	City	Postal Code	

When your permit is ready for pick up please indicate how you like to be contacted

Phone E-Mail Owner Contractor Applicant Tenant

Personal information contained in this form is collected pursuant to the Municipal Act and will be used to carry out the works described on this application. . The undersigned agrees to carry out the work in accordance with all plans and documents which form the basis of permit issuance, and comply with all City By-Laws and regulations, and other applicable requirements. Questions about this collection should be directed to the Supervisor of Administration at 905-335-7731.

I, _____ of the City/Town of _____ do solemnly declare:
(print name here)

1. a) THAT I am the OWNER or the AUTHORIZED AGENT OF THE OWNER named in this application for a swimming pool permit
 or
 b) THAT I am the TENANT of the above noted property and enclose owner's written authorization.
2. THAT statements made herein are true and are made with full knowledge of circumstances relating to this application.
3. THAT I know of no reason why a permit should not be granted to this application.

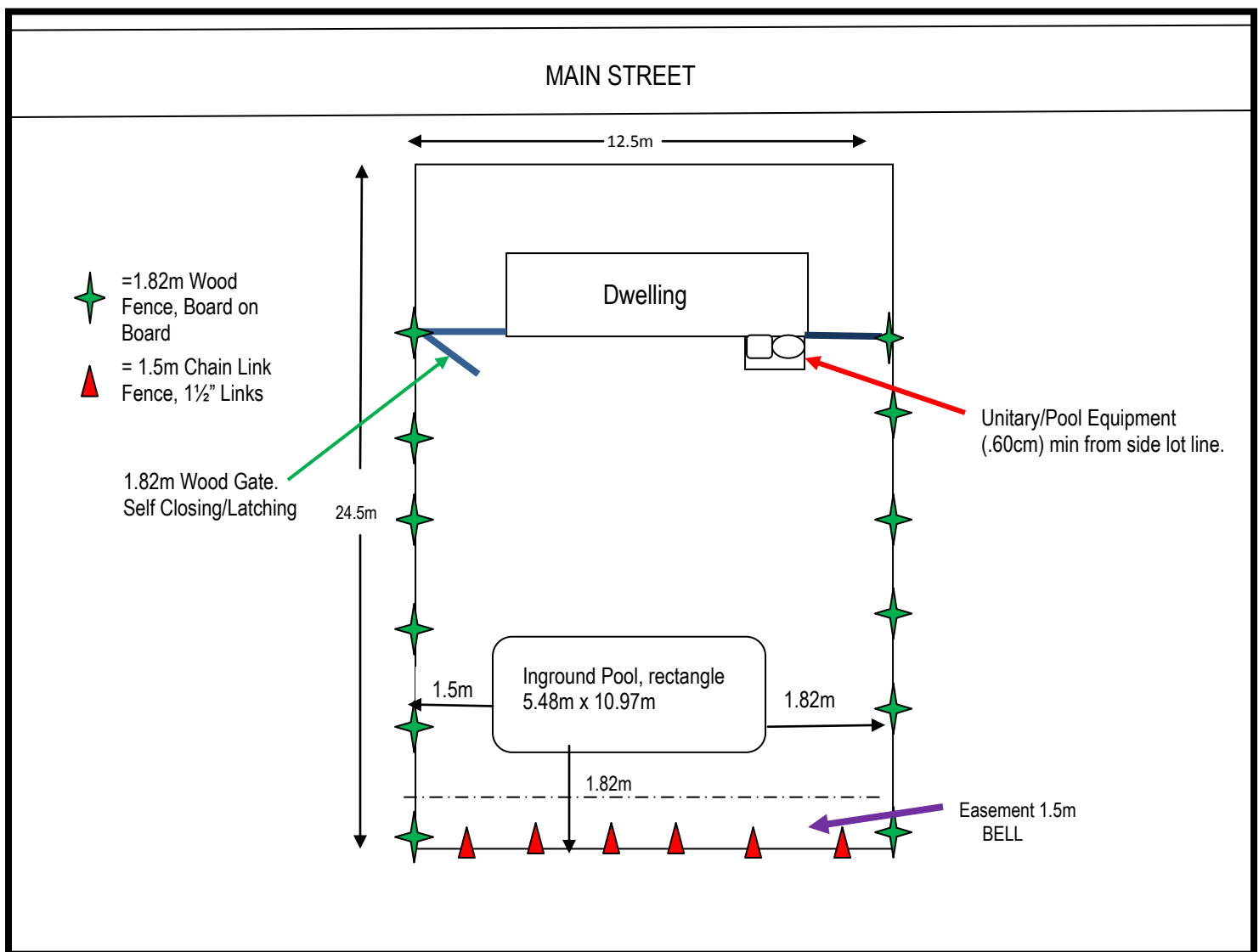
Application Date

Applicants Signature

MEASUREMENT REQUIREMENTS

- In ground pool: minimum 1.5m from property lines
- On ground/above ground pool: 1.5m + 30cm for every 30cm above grade
- Temporary/inflatable : same as above ground pool requirements
- Fencing height details: 4' = 1.2m, 5' = 1.5m, 6'6" = 2m
 - Wood: 1.2m min, 2m max
 - Chain link: 1.2m min if 1½" links OR 1.82m min if 2" links and 2m max
 - Wrought iron: 1.5m min, 2m max
- Gate location(s), height, type and must indicate "Self Closing/Latching"
- Pool equipment (heat pump & filter): minimum 60cm from property lines
- Easements: location and owner
- Septic system and weeping bed: must be a min 5m from pool

SAMPLE DRAWING ONLY



NOTE: All proposed accessory buildings are subject to separate applications and approvals and are not included in this application