



Pool Enclosure Permit Application

The Town of Whitby
By-law Services
905-430-4345
bylaw@whitby.ca

Part A: Permit and Deposit Information (this section for office use only)		
Permit No.:	Date Received:	
Application Received By:	Date Issued:	
Permit Fee:	Permit Issued By:	
Sidewalk Deposit:	Boulevard Deposit:	
Curb Deposit:	Fence Deposit:	
Parkland Deposit:	Other Fees:	
Part B: Property Address		
Number and Street Name:	Whitby, Ontario	
Part C: Project Information		
Description of Proposed Work:	<input type="checkbox"/> Above-ground Pool <input type="checkbox"/> On-Ground Pool <input type="checkbox"/> In-Ground Pool	
Type of Pool Liner:	<input type="checkbox"/> Fiberglass <input type="checkbox"/> Vinyl <input type="checkbox"/> Other	
Construction Start Date:		
Will you be constructing a deck or accessory building as part of this project? (e.g. deck surrounding pool, pool house, equipment shed)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
* <i>If the answer to the above is yes, please note that a building permit may be required. More information on building permit requirements is available through Building Services.</i>		
Part D: Property Owner Information		
First Name:	Last Name:	
Corporation or Partnership Name (if applicable):		
Street Number and Address:		
City:	Province:	Postal Code:
Telephone:	Mobile:	
Email Address:		



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Part E: Applicant Information (if different from property owner)		
First Name:	Last Name:	
Corporation or Partnership Name (if applicable):		
Street Number and Address:		
City:	Province:	Postal Code:
Telephone:	Mobile:	
Email Address:		
Part F: Pool Company Information (if different from applicant)		
First Name:	Last Name:	
Corporation or Partnership Name (if applicable):		
Street Number and Address:		
City:	Province:	Postal Code:
Telephone:	Mobile:	
Email Address:		
Part G: Construction Information		
Has your subdivision been assumed by the Town of Whitby? <input type="checkbox"/> Yes <input type="checkbox"/> No		
* <i>If your subdivision has not been assumed, a letter from the developer of the subdivision will be required.</i>		
Do you have a septic system? <input type="checkbox"/> Yes <input type="checkbox"/> No		
* <i>If you have a septic system, approval from the Region of Durham is required prior to beginning construction of the swimming pool.</i>		
Is there an easement on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No		
* <i>It is the responsibility of the owner/applicant to research whether or not an easement is located on the property. No part of the swimming pool may be located within the easement.</i>		



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Part G: Construction Information (continued)

Is your property in an area regulated by CLOCA? Yes No

* *If your property is in an area regulated by the Central Lake Ontario Conservation Authority (CLOCA), approval from CLOCA is required prior to beginning construction of the swimming pool.*

Will a bobcat, backhoe, truck or other heavy equipment be used to excavate and/or construct the swimming pool? Yes No

Will construction access take place by using the driveway? Yes No

Will construction access take place by crossing the boulevard? Yes No

Will construction access take place by using a side street that is different than the street that the property is located on? Yes No

* *If the answer to the question above is 'yes', please indicate the name of the side street on the line to the right.*

Will construction access take place by crossing through parkland or open space? Yes No

* *If the answer to the question above is 'yes', please indicate the name of the park or open space on the line to the right.*

Part H: Fencing and Gate Information

Is the fence an existing fence? Yes No

Please indicate the style of fence. Board Fencing Chain Link Wrought Iron Other

Have you provided a detailed drawing of your fence design? Yes No

* *Please note that a detailed drawing showing the dimensions from the top of the bottom rail to the top of the top rail and the distance between vertical members is required.*

Part I: Declaration of Applicant

I, the undersigned, hereby declare that this information included in this application package is true and correct to the best of my knowledge. I further declare that I have the required legal authority to act on behalf of the corporation or partnership with respect to this application, if applicable.

Signature:

Date:

* *Personal information collected on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act. The information will only be used for the purpose of administering the requirements of the pool enclosure permit. Questions regarding the collection of personal information can be directed to the Town Clerk, 575 Rossland Rd. E., Whitby, ON.*



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Part J: Pool Location

Using the area below as a guideline, please indicate the location of the driveway on the property, the house and the proposed swimming pool. Please indicate the distances from the water's edge of the pool to the property lines (in all direction). The minimum setback between the water's edge and the property line is 1 metre. Also, please be sure to indicate the location of any gate(s) and the type of fence (e.g. chain link, board fencing, wrought iron) on each side of the pool enclosure.

Property Lines

**Approved for
Setbacks Only**

Part K: Approval and Deposit Information (this section for office use only)

Address of Above Site Plan:		Whitby, ON	
Required Approvals:	<input type="checkbox"/> Region – Health Dept. <input type="checkbox"/> Regional Road	<input type="checkbox"/> CLOCA <input type="checkbox"/> Developer Approval	<input type="checkbox"/> Trans-Canada Pipeline <input type="checkbox"/> Site Plan Conditions
Required Deposits:	<input type="checkbox"/> Curb/Curb Cut \$1050.90 <input type="checkbox"/> Town Fence \$2305.20	<input type="checkbox"/> Sidewalk \$1372.95 <input type="checkbox"/> Park Access \$ _____	<input type="checkbox"/> Boulevard \$440.70 <input type="checkbox"/> Other \$ _____

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