

Ashby Building Permit Checklist

10/14/2006

Swimming Pools

Swimming Pool*

- Determine which Zoning District your property lies in to determine what the required set back distance from property lines will be for your project. If you do not know this information, the Permitting Office at Town Hall can assist you with this matter. In all districts setbacks are 75' from the centerline of a road right of way less than 50 feet in width and 100' from the centerline of a road right of way 50' or greater, 25' from the side lot line and rear property line. Also, a pool must be a minimum of 10' from any other structure.
- Obtain copy of Certified Plot Plan and review any available subdivision or recorded survey plans of the property to determine if there are any easements on the property that might be affected by the proposed project and any associated excavation, re-grading, associated construction and installation of required safety fence
- Obtain copy of septic system plan to assure location of swimming pool will meet required setbacks and not interfere with existing septic system components or whether septic system modifications will be necessary; In ground pool must be ten (10) feet from septic tank and twenty (20) feet from the septic field; an above ground pool cannot be located on top of any septic components, or reserve septic area
- Use Certified Plot Plan to show location and dimensions of proposed swimming pool, as well as location of required surrounding safety fence and provide a description of the temporary and final fencing materials for approval by the Building Inspector. Check for compliance with zoning bylaw setbacks; if project does not meet requirements either redesign to comply or obtain variance from Zoning Board of Appeals
- If work on the swimming pool and associated site excavation and grading including new landscaping areas, or if work on the existing septic system, or if work on a new driveway will have to occur within 100 feet of wetlands or within a Riverfront Area, obtain any necessary Conservation Commission approvals. All permit applications are reviewed by the Conservation Commission. If you are unsure if you have wetlands or if your proposed work is in the buffer zone ask the Conservation Commission how to proceed.
- Complete Frame Structural Plan (Contractor or architect may complete)
- Complete Building Permit Application Form and include Contractor Insurance Certificate forms
- Work on project may begin following signing of Application Form by all involved review Boards and the Building Commissioner and proper posting of site

Minimum Documents Needed:

- Copy of Contractor's License & Certificate of Insurance or Owner Performing Work
- 3 copies of plot plan, 1 each to Conservation, Health & Inspector
- 2 copies of structural plan, 1 to Conservation, 1 to Building Inspector

***Note:** This checklist is intended to identify the majority of issues to consider in relation to this kind of project. Special circumstances relating to the nature of proposed construction or location of the project may require additional considerations. All septic system upgrades require review by the Conservation Commission for impact on the wetlands.