



TOWN OF MARBLETOWN

BUILDING & SAFETY DEPARTMENT

1925 Lucas Ave Cottekill NY 12419 / P.O. Box 217 Stone Ridge, NY 12484
845-687.7500 x 3 Email: building@marbletown.net

SWIMMING POOL/ HOT TUB

Complete the attached permit application and attach the following.
Incomplete application will be returned.

___ **APPLICATION:** Completed and signed with proper insurance forms

___ **DEED:** Copy of your **filed deed**. Must show Liber and page number. If none on file, call the Assessor's office.
Their phone number is 687-7500 x 172

___ **ADDRESS:** If none on file, call the Assessor's office and they will assign one for you.

___ **TEMPORARY BARRIER AFFIDAVIT:** Read, sign and include this document in with packet (attached to application)

___ **SWIMMING POOL AFFIDAVIT:** Read, sign and include this document in with packet (attached to application)

___ **SITE PLAN:** **Submit one site plan and one on PDF form or CD**
Must show location of **all Existing structures, utilities lines, septic, well and all proposed structure(s)**.
Must show location of well, septic and electric on site plan

___ **PLANS:** **IN GROUND POOLS**

___ **(1) full sets of original pool and barrier plans, (1) SET 11X7 and one on CD / PDF form**

ABOVE GROUND POOLS

___ **Brochure on pool and/or Hot Tub-**

___ **If a deck is part of the pool it MUST include deck plans(2 full sets and one on CD)**

___ **IS STRUCTURE ALREADY BUILT: YES_ NO_** (Work done without a permit is subject to \$150.00 + permit fee + zoning fee)

___ **DO YOU CURRENTLY HAVE ANY PENDING APPLICATION WITH THE PLANNING/ZONING BOARD** ___ YES ___ NO

___ **LETTER OF CONSENT:** If the Contractor/Applicant is not the owner of the premises, a letter of agent from the owner,
designating the applicant as their agent is required.
(on ly if the homeowner has not signed the application)

___ **Cost of Construction Affidavit** - Read, sign and include this document in with packet - (attached to application)

___ **CHECK-** Please bring a check payable to the Town of Marbletown, PLEASE HAVE PHONE NUMBER ON CHECK

___ **INSURANCE INFORMATION** **-MUST ATTACH INSURANCE FORM- We DO NOT keep forms on file**

Liability Exp Date _____ contractors proof of Liability (Acord form) and Workers' Compensation (C105.2 or U26.3)
Workmens Comp Exp Date _____ Workmens Comp Exempt _____
_____ contractors proof of Liability (Acord form) and Workers' Compensation Exempt form
_____ Homeowners if no contractor go online and fill out CE-200 form (directions included in packet)

___ **ULSTER COUNTY ELECTRIC LIC#** _____

APPLICATION COMPLETE, RECEIVED AND CHECKBY: _____

DATE: _____

(office use only)

PRE-SITE INSPECTION- Be sure your project is staked out for this inspection AND your 911 number is posted and visible for us to find you. Submit your application and schedule a pre-site inspection.

The work covered by this application may not be started before the issuance of a Permit, Site Plane or Variance depending on the circumstances of the project. Site inspection is requires for some projects prior to issuance of Building Permit. Scheduling ALL inspections including final inspection to secure Certificate of Occupancy or Compliance is the responsibility of the Owner/Agent.

Only a completed packet and original copy (not faxed or emailed) of the application will be accepted for processing with ALL documents submitted. Once a completed packet is received we will start the process.

Allow a minimum of two weeks for code review (14 business days)

Any questions, please do not hesitate to email or call our office



TOWN OF MARBLETOWN

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SWIMMING POOL / HOT TUB

Please print clearly and complete application:

If not completed, application may be delayed in processing until all information is obtained

1. OWNER: _____ APPLICANT: _____

MAILING ADDRESS: _____ MAILING ADDRESS: _____

PHONE NUMBER: _____ PHONE NUMBER: _____

CELL NUMBER: _____ CELL NUMBER: _____

E-MAIL: _____ E-MAIL: _____

Project Manager (person overseeing Project)

Name: _____ Phone Number: _____

email: _____

IS PROJECT ALREADY COMPLETE : _____ YES _____ NO

1. PROPERTY ADDRESS/ LOCATION: _____

2. SECTION _____ BLOCK _____ LOT _____ NUMBER OF ACRES _____ ZONING DIST. _____

3. DESCRIPTION OF WORK YOU ARE DOING:

SHAPE OF POOL: _____ Oval _____ Rectangle _____ Other, _____

_____ SWIMMING POOL: ABOVE GROUND (attach brochure as plans) and deck plans if applicable)

_____ SWIMMING POOL: IN GROUND POOL (submit 2 sets of pool and barrier plans & one on PDF disk format)

_____ HOT TUB _____ WITH SLAB _____ W/O SLAB (attach brochure as plans)

_____ OTHER _____

4. WILL THERE BE A DECK ATTACHED? _____ YES (attach deck plans) _____ NO

5. DIMENSIONS OF PROPOSED STRUCTURE: LENGTH _____ WIDTH _____ HEIGHT _____

6. SETBACKS: FROM CENTER OF ROAD _____ REAR _____ LEFT _____ RIGHT _____

7. ELECTRICAL WORK: MUST BE INSPECTED BY A TOWN APPROVED AGENCY

8. HAS THE CONSTRUCTION SITE (OR PORTION THEREOF) BEEN DESIGNATED AS A FLOOD
HAZARD OR WETLANDS ?(AS PER FLOOD INSURANCE RATE MAP OR STATE WETLANDS MAPS): _____ (N) _____ (Y)

9. CONTRACTOR _____ YES _____ NONE

NAME _____

MAILING ADDRESS _____

PHONE NUMBER: _____ CELL NUMBER: _____

E-MAIL ADDRESS: _____

LIABILITY EXP DATE _____ WORKMEN COMP EXP DATE _____

10. ELECTRICIAN __ YES __ NONE

NAME _____

MAILING ADDRESS _____

PHONE NUMBER: _____ CELL NUMBER: _____

ULSTER COUNTY LIC# _____

11. COST OF CONSTRUCTION \$ _____ (INCLUDING ALL LABOR AND MATERIALS)

Upon accepting this permit, you have acknowledged that you are required to notify this office a minimum of 48 hours in advance for inspections that pertain to your project. A list of inspections will be attached to the required on site building plans which will include your permit and all other necessary documents pertaining to your project.

Dig Safely Master Member List By law, Excavators must call Dig Safely, New York at 1-800-962-7962

E-mail: www.digsafelynewyork.com at least 2 full working days before to request a stake-out of underground utility lines. As of March 16, 1996 the following organizations own buried facilities in the Town of Marbletown and are members of the Dig Safely, New York "one-call" notification system. Note: This list does not contain members in any villages or cities that may exist in this town. One free phone call to Dig Safely, New York Contacts: Organizations: CENTRAL HUDSON GAS & ELECTRIC, NEW YORK TELEPHONE C/O BYERS ENGINEERING, HIGH FALLS WATER DISTRICT.

I (we) understand that it is a violation of the Town of Marbletown Zoning Law to use / occupy without first obtaining a Certificate of Occupancy / Compliance from the Codes Enforcement Officer. MAXIMUM \$250.00 / WEEK AND OR IMPRISONMENT. I, (we) the undersigned, understand that any incomplete or omitted information on plans and (or) description of work as submitted to the building department for the issuing of a building permit shall be constructed / installed in compliance with all applicable rules, regulation and codes in effect at the time of this signing. I hereby grant the building inspector or his or her authorized agent permission to enter upon the premises and into any building or building structures thereon at anytime during working hours without being subject to arrest or civil suit for trespassing. I (we) understand that if a permit issued, it is valid for one year of date of issuance and a fee of \$50.00 or 10% of the original permit fee (whichever is higher) will be applied for renewal each year thereafter if applicable.

Signature of Owner (s) _____ / _____ Date: _____

Signature of Contractor/Builder _____ Signature of Applicant _____ Date: _____

If you would like to pick up the permit when it is ready: Name _____ phone # _____

OFFICE USE ONLY () Building Permit () Referred to Planning Board () Referred to Zoning Board

_____ Z _____ B _____ SF _____ CCF _____ 6 _____ 12 S/B/L# _____

ZONING PERMIT: () N/A () APPROVED () DENIED () DISAPPROVED REASON _____

ZONING PERMIT NUMBER _____ **DATE** _____

BUILDING PERMIT: () N/A () APPROVED () DENIED () DISAPPROVED REASON _____

BUILDING PERMIT NUMBER _____ **DATE** _____

FEES PAID:

ZONING PERMIT FEE \$ _____ CHECK BY : _____ OWNER, _____ OTHER

BUILDING PERMIT FEE \$ _____ CHECK NUMBER _____ CASH _____

WOOD OR GAS STOVE \$ _____ BANK: _____

OTHER \$ _____ RECEIPT #: _____ Date: _____

TOTAL AMOUNT DUE \$ _____

Town of Marbletown

Building & Safety Department
3775 Main Street ~ PO Box 217 Stone Ridge, NY 12484
845-687-7500 x 3
email: building@marbletown.net

SWIMMING POOL / HOT TUB AFFIDAVIT

Date: _____

Homeowners Name: _____

Section / Block / Lot No.: _____

Property Location: _____

As adopted by the town of Marbletown, by the Town Board and the Department of State, all swimming pools / hot tubs with water shall be enclosed immediately and shall be installed in compliance with the Residential Code of new York State.

Hot tub cover must be placed on unit once tub is filled with water.

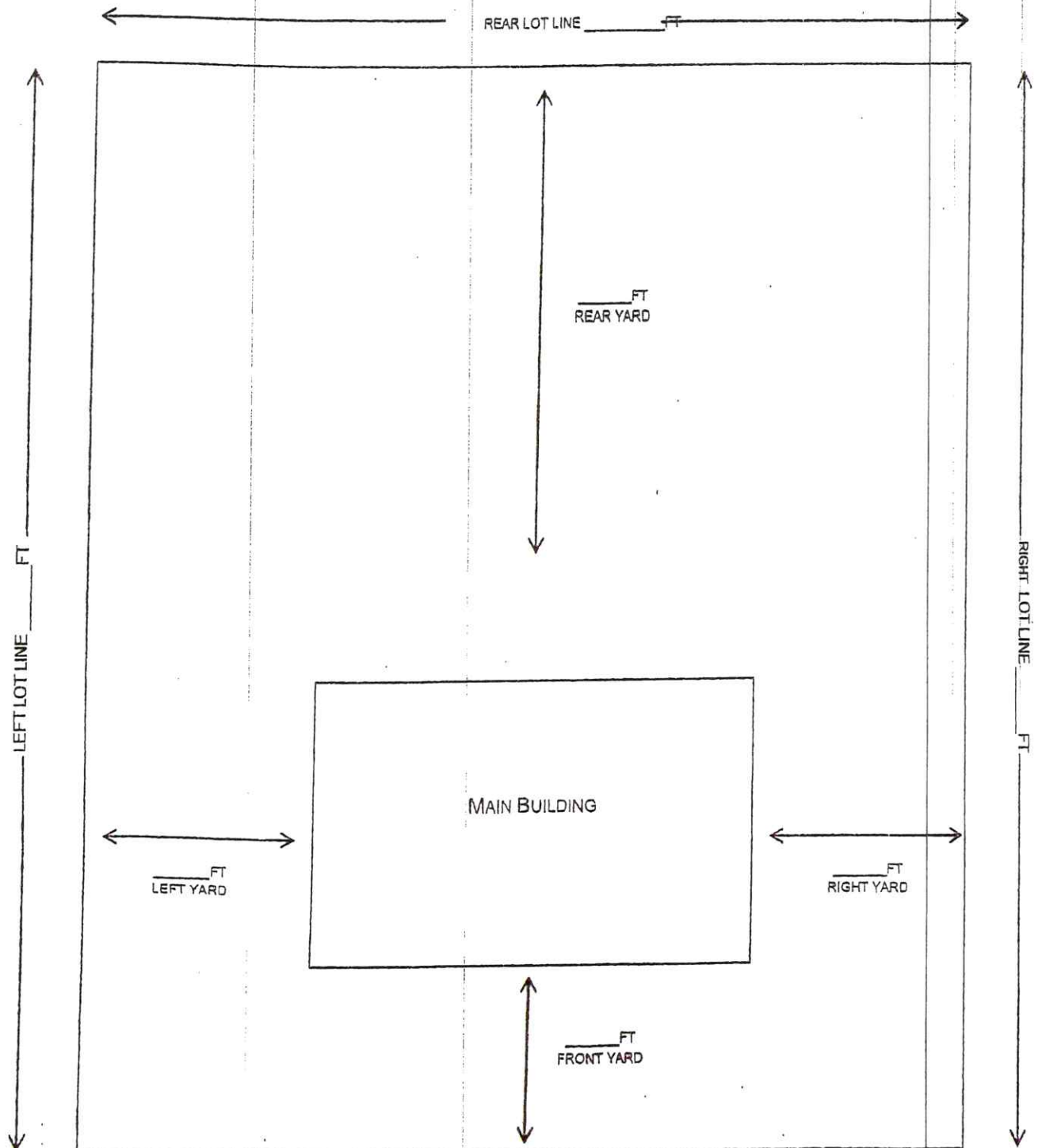
Therefore, all such pools / tubs are required to have swimming pool enclosures in compliance with RCNYS Appendix G section 105, barrier requirements.

BEFORE OR IMMEDIATELY AFTER THE POOL IS FILLED WITH WATER,
WHEN INSTALLING TEMPORARY BARRIER,
YOU MUST CALL FOR INSPECTION

Property Owner Signature: _____ Date: _____

PLOT PLAN AND LOCATION INFORMATION

Locate deck, main building (including additions), any accessory structures, swimming pool, etc. Give all yard dimension



Name: _____

Address: _____

Be sure to show where the
WELL, SEPTIC AND ELECTRIC are
on the property

Must be completed



TOWN OF MARBLETOWN

OFFICE OF SAFETY

P.O. BOX 217 STONE RIDGE, NY 12484

845-687-7500 ext. 104

c-mail: codeman@marbletown.net

SRAG105.2 Temporary barriers

An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a temporary barrier during installation or construction and shall remain in place until a permanent barrier in compliance with §RAG105.3 is provided.

The completed code requirements are available on line at:

<http://publiccodes.cyberregs.com/st/ny/st/b400v10/st ny st b400v10 appg sec001.htm>

Exceptions:

1. Above-ground or on-ground pools where the pool structure is the barrier in compliance with SRAG105.3.
2. Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in SRAG107, provided that such safety cover is in place during the period of installation or construction of such hot tub or spa. The temporary removal of a safety cover as required to facilitate the installation or construction of a hot tub or spa during periods when at least one person engaged in the installation or construction is present is permitted.

SRAG105.2.1 Height. The top of the temporary barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier which faces away from the swimming pool.

SRAG105.2.2 Replacement by a permanent barrier. A temporary barrier shall be replaced by a complying permanent barrier within either of the following periods:

1. 90 days of the date of issuance of the building permit for the installation or construction of the swimming pool; or
2. 90 days of the date of commencement of the installation or construction of the swimming pool.

SRAG105.2.2.1 **Replacement extension.** Subject to the approval of the code enforcement official, the time period for completion of the permanent barrier may be extended for good cause, including, but not limited to, adverse weather conditions delaying construction.

The temporary barrier shall be installed by the pool installer*

_____★_____

installer's name _____ phone number _____

_____★
installer's signature _____ date _____

The permanent barrier to be installed by*

_____ pool installer, _____ fencing company, _____ home owner, _____ other

_____★
installer's name _____ phone number _____

_____★
installer's signature _____ date _____

*This form with names must be submitted with the application



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BUILDING & SAFETY DEPARTMENT

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Affidavit of Final Cost of Construction Application for Certificate of Occupancy/Compliance

Name _____

Address _____

Property Location _____ City _____ State _____ Zip _____

Section/Block/Lot No: _____ Permit No. _____

Application for Building Permit dated _____

(Permit date)

relating to construction or other work to be performed on, or in connection with, the premises located as indicated above, that: the estimated cost stated in said application of the construction or other construction work described therein was Dollars

\$ _____

(Estimated \$ amount stated on permit application)

the actual final cost of such construction or other work was Dollars \$ _____

(Final \$ amount of project if different than estimated amount stated on application)

Application is hereby made for the issuance of a Certificate of Occupancy for the structure on these premises. Application states that he has examined the approved plans and that to the best of his knowledge and belief, the structure has been erected in accordance therewith and in accordance with the applicable provision of law. *Applicant further states that he was the (Note strike out items a,b,c, or d, not applicable) (A) Owner, (B) Licensed Architect, (C) Professional Engineer, or (D) Superintendent of construction who supervised the said construction other work and that by reason of his experience he is qualified to supervise such work on the structure for which a Certificate of Occupancy is requested.

(Homeowner Signature) Date: _____

(Cost for the work decided in the Application for Building Permit includes the cost of all the construction and other work done in connection therewith, exclusive of the cost of the land. If the final cost is less than the estimated cost stated in the Application for Building Permit, no portion of the fee upon the filing of the application will be refunded.)

For office use only:

Additional Fee \$ _____

Check # _____

Receipt # _____

Scanned in Municipality _____

Received:

Certificate of Attestation of Exemption



Workers' Compensation Board

Instructions for obtaining and filing a Certificate of Attestation of Exemption from Workers' Compensation and/or Disability and Paid Family Leave Benefits (CE-200) through New York Business Express

Follow these steps:

1. Go to **businessexpress.ny.gov**.
2. Select **Log in/Register** in the top right-hand corner. A NY.gov Business account is required.
3. If you **do not have** a NY.gov business account, go to **step 4** to set up your account. If you **have** a NY.gov log-in and password, go to **step 16**.
4. Select **Register with NY.gov** under New Users.
5. Select **Proceed**.
6. Enter the following:
 - First and Last Name
 - Email
 - Confirm Email
 - Preferred Username (check if username is available)
7. Select **I'm not a robot**.
 - You may have to complete a Captcha Verification before proceeding.
8. Select **Create Account**.
 - If you already have a NY.gov account, the screen will display your existing accounts, either Individual or Business.
 - Do one of the following:
 - If the account(s) shown is a NY.gov Individual account, select **Continue**.
 - If the account(s) shown is a NY.gov Business account, select **Email Me the Username(s)**.
9. Verify that the account information is correct.
 - Select **Continue**.
10. An activation email will be sent.
 - If you do not receive an email, see the **No Email Received During Account Creation** page.
11. Open your activation email and select **Click Here**.
 - Specify three security questions.
 - Select **Continue**.
12. Create a password (must contain at least eight characters).
13. Select **Set Password**. You have successfully activated your NY.gov ID.
14. Select **Go to MyNy**.
 - At the top of the screen select **Services**.
 - Select **Business**.
 - Select **New York Business Express**.
 - Select **Log in/Register**.
15. On the New York Business Express home page, do one of the following:
 - Scroll down to Top Requests and select **Certificate of Attestation of Exemption**, or
 - Search Index A-Z for CE-200.
16. Under **How to Apply**:
 - Select **Apply as a Business**, or
 - Select **Apply as a Homeowner** (applies to those obtaining permits to work on their residence).
17. Complete application screens.
18. Review Application Summary.
19. Attest and submit.

You will receive an email when your certificate has been issued.

To view your certificate:

- Select **Access Recent Activity** from your email, or
- Access **businessexpress.ny.gov**, and then access your **Dashboard** (under your login name on right).

Print and **sign** the **Certificate of Attestation of Exemption**.

Submit your **CE-200** for your license, permit or contract to the issuing Agency.

Current Requirements for Swimming Pools Contained in the Uniform Fire Prevention and Building Code (Uniform Code)

April 2011

Introduction

The State Uniform Fire Prevention and Building Code (the "Uniform Code") is promulgated by the State Fire Prevention and Building Code Council (the "Code Council") pursuant to Article 18 of the Executive Law. The Uniform Code includes provisions contained in Parts 1219 to 1228 of Title 19 of the New York Code, Rules and Regulations (the "NYCRR") and the provisions contained in the publications that are mentioned in Parts 1220 to 1227. Those publications include the 2010 editions of the Residential Code of New York State, the Building Code of New York State, the Plumbing Code of New York State, the Mechanical Code of New York State, the Fuel Gas Code of New York State, the Fire Code of New York State, the Property Maintenance Code of New York State, and the Existing Building Code of New York.

The Uniform Code includes a number of provisions relating to swimming pools. This document is intended to summarize the requirements for swimming pools currently found in the Uniform Code.

Please note that local laws regarding fencing and other safety requirements for swimming pools may be more restrictive than requirements for swimming pools contained in the Uniform Code. If you are considering the purchase of a swimming pool, you should review the Uniform Code provisions summarized in this document and, in addition, you should consult the local laws, ordinances, codes and regulations of the municipality where the pool is to be installed for any further requirements

Definition of "Swimming Pool"

The term "swimming pool" is defined in the Uniform Code as "any structure, basin, chamber or tank which is intended for swimming, diving, recreational bathing or wading and which contains, is designed to contain, or is capable of containing water more than 24 inches (610 mm) deep at any point. This includes in-ground, above-ground and on-ground pools; indoor pools; hot tubs; spas; and fixed-in-place wading pools."¹

NOTE: A pool which is capable of containing more than 24 inches of water is a "swimming pool" (and is subject to all applicable Uniform Code provisions relating to "swimming pools") even if the pool is filled to a depth of less than 24 inches.

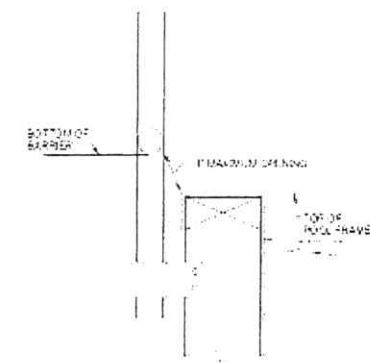


FIG 31 1 inch = 25.4 mm

Figure 3109.4.1
OPENING LIMITATIONS

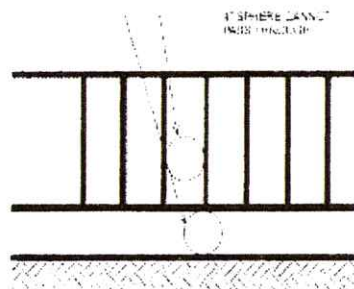


FIG 31 1 inch = 25.4 mm

Figure 3109.4.1.1
BARRIER OPENINGS

- A barrier that does not have openings, such as a masonry or stone wall, cannot contain indentations or protrusions (except for normal construction tolerances and tooled masonry joints).
- 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:
 - the horizontal members must be located on the swimming pool side of the fence;
 - the spacing between vertical members cannot exceed 1.75 inches; and
 - the spacing within any decorative cutouts in vertical members cannot exceed 1.75 inches. See Figure 3109.4.1.3 below.
- Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more:
 - the spacing between vertical members cannot exceed 4 inches; and
 - the spacing within any decorative cutouts in vertical members cannot exceed 1.75 inches. See Figure 3109.4.1.3 below.



This is an EXAMPLE of
how a project should be staked
out for a pre-site inspection

Your House Number
MUST BE POSTED AND VISABLE
for us to find you so we can help you.



Make sure your house number is posted and clearly
visible from both directions on the road. Be sure to
keep all trees and grass trimmed around the sign and
make sure the sign is reflective.