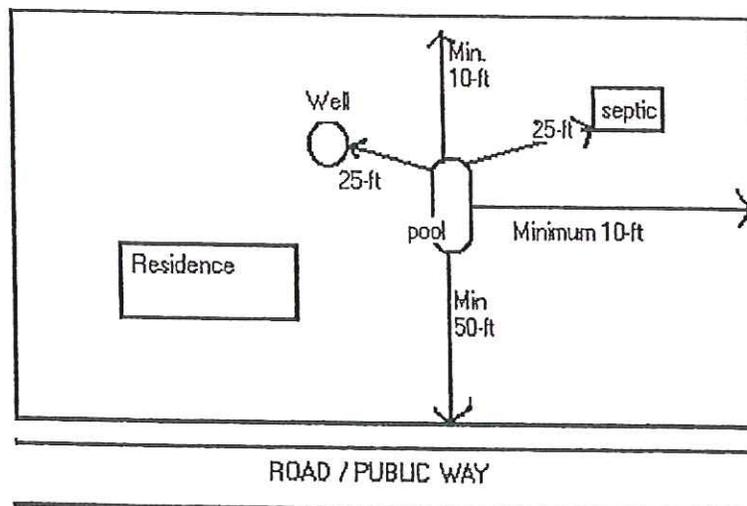


## To Apply for a Pool Permit

1. Fill out application; sign application and include your phone number.
2. Submit a detailed plot plan ( See Below ).  
Plot Plan can either be hand drawn or done by an engineer.  
( PLEASE BE ACCURATE WITH YOUR MEASUREMENTS )
3. Review and sign Pool Barrier Affidavit and submit with application.  
Retain pool barrier regulations for your records.  
**PLEASE NOTE: POOL PERMITS WILL NOT BE ISSUED WITHOUT A SIGNED AFFIDAVIT ATTACHED TO APPLICATION.**
4. Once submitted, your application will be reviewed and a permit issued, usually within one week. The building Department will call the applicant when the permit is ready.
5. The permit fee is \$75.00 for an In-ground pool and \$50.00 for an Above-ground pool. This fee does not include an electrical Permit.

Checks should be made out to the "Town of Sutton".  
The Fee will be paid on issuance of the permit.



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TOWN OF SUTTON  
BUILDING DEPARTMENT  
FEE SCHEDULE

COMMERCIAL NEW CONSTRUCTION	\$7.00 PER \$1000.00 CONSTRUCTION COST
COMMERCIAL RENOVATION	\$7.00 PER \$1000.00 CONSTRUCTION COST
CELL TOWER PERMITS	\$7.00 PER \$1000.00 CONSTRUCTION COST MINIMUM \$1500.00
COMMERCIAL PLAN REVIEW	\$100.00
MISCELLANEOUS COMMERCIAL	\$7.00 PER \$1000.00 CONSTRUCTION COST
RESIDENTIAL/ NEW CONSTRUCTION	\$6.00 PER \$1000.00 CONSTRUCTION COST
ADDITIONS/GARAGES	\$6.00 PER \$1000.00 CONSTRUCTION COST
RESIDENTIAL RENOVATION	\$6.00 PER \$1000.00 CONSTRUCTION COST
SWIMMING POOLS	\$50.00
REPLACEMENT WINDOWS	\$100.00
SIDING PERMITS	\$100.00
ROOFING PERMITS	\$50.00
STOVE PERMITS	\$50.00
DECK PERMITS	\$100.00
SHED PERMITS (MAX. SIZE 400 SQ.FT.)	\$75.00
SHED PERMITS ( 120 SQ.FT. OR LESS)	\$20.00
DEMOLITION PERMITS	\$75.00
MISCELLANEOUS PERMITS	\$6.00 PER \$1000.00 CONSTRUCTION COST
REPLACEMENT CARDS	\$25.00 RESIDENTIAL
REINSPECTION FEES	\$40.00
TEMPORARY OCCUPANCY	\$100.00
CERTIFICATE INSPECTION	\$50.00

EXCEPT IN AN EMERGENCY, AS DETERMINED BY THE BUILDING COMMISSIONER,  
WORK STARTED BEFORE A BUILDING PERMIT IS ISSUED WILL BE DOUBLED IN FEE.



The Commonwealth of Massachusetts  
Board of Building Regulations and Standards  
Massachusetts State Building Code, 7<sup>th</sup> edition

Building Permit Application To Construct, Repair, Renovate Or Demolish a  
*One- or Two-Family Dwelling*

FOR  
MUNICIPALIT  
Y USE  
*Revised January  
1, 2008*

This Section For Official Use Only

Building Permit Number: \_\_\_\_\_

Date Applied: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_\_\_  
Building Commissioner/ Inspector of Buildings Date

**SECTION 1: SITE INFORMATION**

**1.1 Property Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**1.2 Assessors Map & Parcel Numbers**

1.1a Is this an accepted street? yes \_\_\_\_\_  
no \_\_\_\_\_

Map Number \_\_\_\_\_ Parcel Number \_\_\_\_\_

**1.3 Zoning Information:**

**1.4 Property Dimensions:**

Zoning District \_\_\_\_\_ Proposed Use \_\_\_\_\_

Lot Area (sq ft) \_\_\_\_\_ Frontage (ft) \_\_\_\_\_

**1.5 Building Setbacks (ft)**

Front Yard		Side Yards		Rear Yard	
Required	Provided	Required	Provided	Required	Provided

**1.6 Water Supply:** (M.G.L c. 40,  
§ 54)  
Public  Private

**1.7 Flood Zone Information:**  
Zone: \_\_\_\_\_ Outside Flood  
Zone?  
Check if yes

**1.8 Sewage Disposal System:**  
Municipal  On site disposal  
system

**SECTION 2: PROPERTY OWNERSHIP<sup>1</sup>**

**2.1 Owner<sup>1</sup> of Record:**

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address for Service:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Telephone

Demolition

Accessory Bldg.

Number of  
Units \_\_\_\_\_

Other   
Specify: \_\_\_\_\_

Brief Description of Proposed  
Work<sup>2</sup>: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION 3 REGISTERED ENGINEER OR ARCHITECT OF RECORD ( IF REQUIRE)**

NAME	ADDRESS
CITY OR TOWN	PHONE
TYPE	REGISTERD NUMBER FOR STATE OF MASS

**SECTION 4: ESTIMATED CONSTRUCTION COSTS**

Item Cost	Estimated Costs: (Labor and Materials)
1. Building	\$
2. Electrical	\$
3. Plumbing	\$
4. Mechanical (HVAC)	\$
5. Mechanical (Fire Suppression)	\$
<b>6. Total Project Cost:</b>	<b>\$</b>

**SECTION 5: CONSTRUCTION SERVICES**

**5.1 Licensed Construction Supervisor (CSL)**

Name of CSL- Holder	CSL number
Address	Type of CSL
Signature	Date of Expiration
Telephone	

**5.2 Registered Home Improvement Contractor (HIC)**

HIC Company Name or HIC Registrant Name	Registration Number
ADDRESS	
PHONE	
SIGNATURE	Expiration Date

**SECTION 6 : PROPERTY OWNER MUST SIGN AUTHORIZATION FOR OWNER'S AGENT OR CONTRACTOR BEFORE APPLY FOR A BUILDING PERMIT**

I, \_\_\_\_\_, as Owner of the subject property hereby  
( PROPERTY OWNER PRINT)  
authorize \_\_\_\_\_ to act on my behalf, in all matters relative to  
( CONTRACTOR)  
work authorized by this building permit application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

An Owner who obtains a building owner who hires an unregistered contractor (not registered in the Home Improvement Contractor (HIC) Program permit to do his/her own work, or an), will *not* have access to the arbitration program or guaranty fund under M.G.L. c. 142A. Other important information on the HIC Program and Construction Supervisor Licensing (CSL) can be found in 780 CMR Regulations 110.R6 and 110.R5, respectively

**SECTION 7 : AUTHORIZED AGENT OR CONTRACTOR**

I, \_\_\_\_\_, as Owner or Authorized  
( PARTY WHOM IS DOING THE WORK )

Agent hereby declare that the statements and information on the foregoing application are true and accurate, to the best of my knowledge and behalf \_\_\_\_\_

(Print Name)

\_\_\_\_\_  
Signature of Owner or Authorized Agent  
(Signed under the pains and penalties of perjury)

\_\_\_\_\_  
Date



Town of Sutton  
Building Department

I \_\_\_\_\_, hereby acknowledge that I have read  
(Print Name)

the attached information from the State Building Code (780 CMR) related to **Pools & Pool Barriers** and understand that it is my responsibility as part of the permit process to adhere to these regulations.

I hereby acknowledge that a code compliant pool barrier will be installed immediately after the installation of the Above Ground / Inground Pool is complete.

\_\_\_\_\_  
(Home Owner Signature)

\_\_\_\_\_  
(Date)

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## APPENDIX G

# SWIMMING POOLS, SPAS AND HOT TUBS

*(The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.)*

### SECTION AG101 GENERAL

**AG101.1 General.** The provisions of this appendix shall control the design and construction of swimming pools, spas and hot tubs installed in or on the *lot* of a one- or two-family dwelling.

**AG101.2 Pools in flood hazard areas.** Pools that are located in flood hazard areas established by Table R301.2(1), including above-ground pools, on-ground pools and in-ground pools that involve placement of fill, shall comply with Sections AG101.2.1 or AG101.2.2.

**Exception:** Pools located in riverine flood hazard areas which are outside of designated floodways.

**AG101.2.1 Pools located in designated floodways.** Where pools are located in designated floodways, documentation shall be submitted to the *building official*, which demonstrates that the construction of the pool will not increase the design flood elevation at any point within the *jurisdiction*.

**AG101.2.2 Pools located where floodways have not been designated.** Where pools are located where design flood elevations are specified but floodways have not been designated, the applicant shall provide a floodway analysis that demonstrates that the proposed pool will not increase the design flood elevation more than 1 foot (305 mm) at any point within the *jurisdiction*.

### SECTION AG102 DEFINITIONS

**AG102.1 General.** For the purposes of these requirements, the terms used shall be defined as follows and as set forth in Chapter 2.

**ABOVE-GROUND/ON-GROUND POOL.** See "Swimming pool."

**BARRIER.** A fence, wall, building wall or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.

**HOT TUB.** See "Swimming pool."

**IN-GROUND POOL.** See "Swimming pool."

**RESIDENTIAL.** That which is situated on the premises of a detached one- or two-family dwelling or a one-family *townhouse* not more than three stories in height.

**SPA, NONPORTABLE.** See "Swimming pool."

**SPA, PORTABLE.** A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating *equipment* are an integral part of the product.

**SWIMMING POOL.** Any structure intended for swimming or recreational bathing that contains water over 24 inches (610

mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

**SWIMMING POOL, INDOOR.** A swimming pool which is totally contained within a structure and surrounded on all four sides by the walls of the enclosing structure.

**SWIMMING POOL, OUTDOOR.** Any swimming pool which is not an indoor pool.

### SECTION AG103 SWIMMING POOLS

**AG103.1 In-ground pools.** In-ground pools shall be designed and constructed in conformance with ANSI/NSPI-5 as listed in Section AG108.

**AG103.2 Above-ground and on-ground pools.** Above-ground and on-ground pools shall be designed and constructed in conformance with ANSI/NSPI-4 as listed in Section AG108.

**AG103.3 Pools in flood hazard areas.** In flood hazard areas established by Table R301.2(1), pools in coastal high hazard areas shall be designed and constructed in conformance with ASCE 24.

### SECTION AG104 SPAS AND HOT TUBS

**AG104.1 Permanently installed spas and hot tubs.** Permanently installed spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-3 as listed in Section AG108.

**AG104.2 Portable spas and hot tubs.** Portable spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-6 as listed in Section AG108.

### SECTION AG105 BARRIER REQUIREMENTS

**AG105.1 Application.** The provisions of this chapter shall control the design of barriers for residential swimming pools, spas and hot tubs. These design controls are intended to provide protection against potential drownings and near-drownings by restricting access to swimming pools, spas and hot tubs.

**AG105.2 Outdoor swimming pool.** An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier which shall comply with the following:

1. The top of the 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. The maximum vertical clearance between grade and the bottom of

the barrier shall be 2 inches (51 mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above grade, such as an above-ground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102 mm).

2. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.
3. Solid barriers which do not have openings, such as a masonry or stone wall, 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 (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed  $1\frac{3}{4}$  inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed  $1\frac{3}{4}$  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 (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed  $1\frac{3}{4}$  inches (44 mm) in width.
6. Maximum mesh size for chain link fences shall be a  $2\frac{1}{4}$ -inch (57 mm) square unless the fence has slats fastened at the top or the bottom which reduce the openings to not more than  $1\frac{3}{4}$  inches (44 mm).
7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than  $1\frac{3}{4}$  inches (44 mm).
8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward 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 (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:
  - 8.1. The release mechanism shall be located on the pool side of the gate at least 3 inches (76 mm) below the top of the gate; and
  - 8.2. The gate and barrier shall have no opening larger than  $\frac{1}{2}$  inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.
9. Where a wall of a *dwelling* serves as part of the barrier, one of the following conditions shall be met:
  - 9.1. The pool shall be equipped with a powered safety cover in compliance with ASTM F 1346; or
  - 9.2. 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/or its screen, if present, are opened. The alarm shall be listed and *labeled* in accordance with UL 2017. The deactivation switch(es) shall be located at least 54 inches (1372 mm) above the threshold of the door; or
  - 9.3. Other means of protection, such as self-closing doors with self-latching devices, which are *approved* by the governing body, shall be acceptable as long as the degree of protection afforded is not less than the protection afforded by Item 9.1 or 9.2 described above.
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 ladder or steps:
  - 10.1. The ladder or steps shall be capable of being secured, locked or removed to prevent access; or
  - 10.2. The ladder or steps shall be surrounded by a barrier which meets the requirements of Section AG105.2, Items 1 through 9. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter (102 mm) sphere.

**AG105.3 Indoor swimming pool.** Walls surrounding an indoor swimming pool shall comply with Section AG105.2, Item 9.

**AG105.4 Prohibited locations.** Barriers shall be located to prohibit permanent structures, *equipment* or similar objects from being used to climb them.

**AG105.5 Barrier exceptions.** Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in Section AG107, shall be exempt from the provisions of this appendix.

## SECTION AG106 ENTRAPMENT PROTECTION FOR SWIMMING POOL AND SPA SUCTION OUTLETS

**AG106.1 General.** Suction outlets shall be designed and installed in accordance with ANSI/APSP-7.