



POOL & SPA PERMIT APPLICATION

Town of Ashland • Department of Building Safety

20 Highland St., PO Box 517, Ashland, New Hampshire 03217

Tel: 603-968-4432 • Fax: 603-968-3776

bldg@ashland.nh.gov • www.ashlandnh.org

Permit #		PL
Date Closed		

OFFICE USE ONLY			
Tax Lot #	Zone	Floodplain	SD/SI
Date Received	Reason for Denial		
Date Approved			
Date Denied			

PLEASE PRINT AS LEGIBLY AS POSSIBLE (Black ballpoint pen is preferred.)

SECTION 1 – CONTACT AND PROPERTY INFORMATION			
Project Address		Date of application	
Property Owner(s)			
Mailing Address		City/State/Zip	
Daytime Tel #	Email		
Installer/Builder			
Address		City/State/Zip	
Daytime Tel #	Email		
Site Supervisor	Contact Phone		

FOR PUBLIC POOLS AND SPAS ONLY			
DESIGNER FIRM		Contact Name	
Address		City/State/Zip	
Daytime Tel #	Email		
ENGINEER FIRM		Contact Name	
Address		City/State/Zip	
Daytime Tel #	Email		
NH License Number	License Expires		
A copy of the NH DES PBF Permit Application and the Permit Approval Letter are required.			

SECTION 2 – FACILITIES AND SITE CONDITIONS	
Location is:	<input type="checkbox"/> Residential, One- or Two-Family <input type="checkbox"/> Residential, Multi-family <input type="checkbox"/> Public <input type="checkbox"/> Outdoor <input type="checkbox"/> Indoor <input type="checkbox"/> Indoor and Outdoor
Primary Use:	<input type="checkbox"/> Swimming <input type="checkbox"/> Wading <input type="checkbox"/> Therapy <input type="checkbox"/> Special Recreation <input type="checkbox"/> Spa/Hot Tub <input type="checkbox"/> Seasonal <input type="checkbox"/> Year Round

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SECTION 2 – FACILITIES AND SITE CONDITIONS (continued):

If you answer yes to any of these questions, contact the appropriate Office/Agency listed in the **Residential Building Permit Info** document. **Applications are not considered complete unless all questions are answered.**

YES	NO		OFFICE/AGENCY
		Will the proposed structure meet the setback requirements?	Zoning Board
		Was any decision by the Planning or Zoning Board made in regard to this project? <i>If yes, please attach a copy of the Board's Notice of Decision</i>	
		Is the proposed pool site located within 125 feet of a wetland area? <i>If yes, a permit is required from NH DES. The wetland location with distances must be designated on a certified plot plan.</i>	NH Department of Environmental Service

SECTION 3 – POOL STRUCTURE: (If you are unsure, contact the Building Inspector.)

Pool Class & Type, Residential:	Diving <input type="checkbox"/> Type I <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input type="checkbox"/> Type IV <input type="checkbox"/> Type V Non-Diving <input type="checkbox"/> Type O		
Pool Class & Type, Public	<input type="checkbox"/> Class A <input type="checkbox"/> Class B <input type="checkbox"/> Class C <input type="checkbox"/> Class D____ <input type="checkbox"/> Class E <input type="checkbox"/> Class F Diving <input type="checkbox"/> Type VI <input type="checkbox"/> Type VII <input type="checkbox"/> Type VIII <input type="checkbox"/> Type IX Non-Diving <input type="checkbox"/> Type O		
Operating Volume (gallons)		Shape:	
Material of Construction: <input type="checkbox"/> Metal/Liner <input type="checkbox"/> Concrete <input type="checkbox"/> Fiberglass <input type="checkbox"/> Gunite <input type="checkbox"/> Other			
Depths from Design Water Level (in Feet and Inches Example: 5-0 is five feet, zero inches)			
Shallow End:		Depth At Slope Change:	
Depth At Deep End Wall Or 12" From Wall, Whichever Is Deeper:			Max Depth in Deep End:
Depth of Underwater Shelf or Bench/Seat:			
Dimensions (in Feet and Inches unless otherwise noted.)			
Perimeter:		Length:	Width:
Surface Area of Water (sq. ft.):		Slope of Bottom of Shallow End (ft./ft.):	
Slope of Transition - Shallow to Deep (ft./ft.):		Slope of Bottom of Deep End (ft./ft.):	

SECTION 4 – MECHANICAL SYSTEMS:

System Hydraulics	Designed flow rate (GPM):
Designed Turnover Time (Hrs.)	Turnover Time = Operating Volume ÷ Designed Flow Rate ÷ 60
Number of Inlets (Returns):	Number of Outlets (Suction):
<input type="checkbox"/> Skimmer System. Number of Skimmers:	<input type="checkbox"/> Perimeter Overflow System (Gutter)
Surge or Collection System	Type: <input type="checkbox"/> Gutter Only <input type="checkbox"/> Surge or Balance Tank <input type="checkbox"/> Collection Tank
Tank Total Capacity (Gallons)	Tank Operating Volume (Gallons)
Pump Manufacturer:	Model:
Pool Heating System:	Type:
Manufacturer:	Model #:

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SECTION 5 – SAFETY:

Barrier Requirements: ☐ Fence ☐ Above pool-wall barrier ☐ Other:

Ladder type:	<input type="checkbox"/> Type A, Double Access, A-Frame Ladder	<input type="checkbox"/> Type D, In Pool Ladder
	<input type="checkbox"/> Type B, Limited Access, A-Frame Ladder	<input type="checkbox"/> Type E, Protruding In-Pool Stairs
	<input type="checkbox"/> Type C, Staircase Ladder	

SECTION 6 – PERMIT FEES:

POOL INSTALLATIONS MAY REQUIRE ADDITIONAL PERMITS. Contact the Building Inspector to confirm.

(Include and attach all additional required permits.)

	QTY	BASE FEE	LINE TOTAL
Above Ground Pool/Spa		\$50.00	
In Ground Pool/Spa		\$100.00	
Electrical Permit	(if required) from Electrical Permit Form		
Plumbing Permit	(if required) from Plumbing Permit Form		
Mechanical Permit	(If required) from Mechanical Permit Form		
Additional Fee			
Fee Schedule adopted by Ashland Select Board, May 6, 2019.		TOTAL	

* Application fee is not refundable if the applicant withdraws their application or if it is denied. No refunds will be issued once work begins.

\$35.00 Re-inspection Fee: per failed inspections or missed appointments.

Work Commencing Before Permit Issued: Any construction started without a required permit will result in the Application and Permit Fees being doubled per the Permit Fee Schedule approved by the Select Board on May 6, 2019.

Temporary Transfer Station Permits are available to contractors. Please review the **Building Permit Application Information** document for more information.

WITH YOUR PERMIT APPLICATION(S), enclose photocopies or scanned copies of your pool's installation manuals for the pool, pump, filter, ladder system, and any other systems being installed.

SECTION 7 – REGULATIONS AND CODE PROVISIONS:

ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH CURRENTLY ADOPTED STATE BUILDING AND FIRE CODES:

License Requirements: It is unlawful for anyone to install mechanical work for compensation without a license. Permits will only be issued to a homeowner using the Homeowner's Exemption below or if proof of licensure is included for the technician.

Suspension Or Revocation of Permits: "The code official is authorized to suspend or revoke a permit issued under the provisions of this code wherever the permit is issued in error, on the basis of incorrect, inaccurate or incomplete information; in violation of any ordinance, regulation or any of the provisions of this code; or if there have been any false statements or misrepresentations as to the material fact in the application for permit." [Ref.: 2018 International Residential Code: R105.6]

Violations: Any stage of construction started without the prerequisite inspection(s) or any work other than to correct a violation after a "Notice to Correct" is issued may result in a "Stop Work Order." ANY work performed after a "Stop Work Order" is issued is subject to a fine of up to \$275 (for the first offense) or \$550 (for each subsequent offense). Each day a violation continues shall be a separate offence. [Ref.: RSA 676:17]

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SECTION 8 – LEGAL STATEMENT AND SIGNATURE:

The Applicant understands and agrees to the following conditions:

1. Consent is given to the Building Inspector to enter the property during normal working hours to inspect activity covered under the provisions of the State of New Hampshire's adopted Building Codes.
2. Only work approved on the permit and construction documents is to be performed.
3. All approved plans and specifications of this application shall be followed during construction and any change shall only be made after notifying the Building Inspector and receiving approval for said changes. Such changes include, but are not limited to, alterations to dimensions, building techniques, materials used, or the scope of work.
4. Failure to follow the approved application and plans or continuing with the project before passing the required inspections may result in a Notice to Correct, Notice of Violation, Stop Work order, fines, or other legal proceedings.
5. All work must meet the standards of the State's current adopted Building and Fire Codes and Ashland's Building Regulations. Any variance from these Codes shall have prior approval by the Building Inspector and/or Fire Chief, as is appropriate.
6. All work must meet the requirements of the Zoning Ordinances of the Town of Ashland and State statutes and regulations. Any variance from Zoning Ordinances shall have prior approval of the Zoning Board of Adjustments.
7. The application fee is not refundable if the applicant withdraws this permit request or if the permit is denied.
8. Omission of any required information may delay permit issuance or constitute reason for denial.
9. The making of a false statement on this form is a criminal offense.
10. Notify the Build Inspector's office at least 24 hours before work starts.
11. Permits expire if work does not commence within 6 months of issuance OR if more than six (6) months pass between inspections.

Signature of Applicant

Printed name

Date

IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONTACT

THE BUILDING INSPECTOR TO SCHEDULE REQUIRED INSPECTIONS.

The Dept. of Building Safety regular hours are MONDAY & FRIDAY, 10:00 am to 4:00 pm.

CALL 603-968-4432, ext. 562 (office), 617-481-2665 (cell), OR EMAIL BLDG@ASHLAND.NH.GOV

The following inspections are required in Ashland as a minimum. *Additional inspections may be necessary, depending upon specific circumstances.*

Inspection Type:	When Inspection Performed:
Location Inspection	After the location of the pool and systems has been laid out on site, but before installation begins. Excavations for in-ground pools should be completed before this inspection.
Rough Inspections	Once the pool has been installed along with any electrical, mechanical, and plumbing inspections required (see other permit inspection requirements), but prior to any work being concealed or the pump/filter/other equipment is connected. All rough inspections may be performed at the same time unless some work must be concealed before further installation is performed.
Final Inspection	Once all work has been completed, all safety barriers and required safety equipment have been installed, and the pool is ready to become operational.