

TOWNSHIP OF LIVINGSTON
SWIMMING POOL, SPA, AND HOT TUB CHECKLIST

PLANS WILL BE REVIEWED ACCORDING TO DATE RECEIVED, NOT
ACCORDING TO COMPLEXITY OF PROJECT

1. Need a copy of contractors' current Home Improvement card.
*****Applications will not be accepted with out this information*****
2. Need three (3) sets of construction plans including a detailed drawing of pool construction by a professional engineer. In addition to actual plans, if possible, plans on discs would be appreciated for our scanning purposes.
3. Need 3 copies of property survey showing the proposed location of the fence and pool / spa / hot tub drawn to scale. **Must be separate from plans.**
4. Need to fill out applicable sub-code sections. Contractors must sign applications and Electric and Plumbing sub-code sections must have the contractor's raised seal. Plumbing section must be filled out if pool / spa / hot tub is being tied into the public water supply or gas piping is being installed / replaced. **MUST INCLUDE SIZE OF PROPOSED POOL / SPA OR HOT TUB UNDER BUILDING SUB-CODE DESCRIPTION.**
5. Need homeowner's plan certification section of application completed- unless plans are drawn by a New Jersey registered architect.
6. Need a fence application- As per township ordinance 170-96 (8) (e), every pool including above ground must have a fence. The fence must also comply with Section 3109 of the 2006 International Residential Code NJ edition (included in application package).
7. Show the detail of the fence construction and gate closure. Must be self-latching gate.
8. Need Specification pamphlets of filters, heaters, pool, pumps, hot tub, spa etc.
9. Must fill out the Development Fee form (In ground pools only) and provide an extra set of plans for the tax assessor.

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10. Must complete Residential Zoning Application and enclose a check for \$120.00 payable to The Township of Livingston.
11. Need to contact Soil Conservation for an application at 973-364-0786 (ext 10) Fran Aguirre for soil disturbance over 3500 sq. ft. Their e-mail is information@hepscd.org.

SURFACE DRAINAGE:ORDINANCE 35-2008 EFFECTIVE 11-23-08:
AVAILABLE ONLINE AT LIVINGSTONNJ.ORG – Applies to both above
and in ground Pools, Spas and Hot Tubs.

12. **IF CHANGING GRADE OF PROPERTY FOR A POOL / SPA OR HOT TUB A SURFACE DRAINAGE PERMIT MUST FIRST BE OBTAINED AND APPROVED BY THE ENGINEERING DEPT. BEFORE SUBMITTING YOUR APPLICATION TO THE BUILDING DEPT. THE BUILDING DEPT. CANNOT ACCEPT ANY APPLICATIONS WITHOUT THIS PRIOR APPROVAL.**

Commercial pools must contact the Health Department. They can be reached at: 973-535-7961.

POOL FENCES ONLY:

1. Must complete Residential Zoning Application and enclose a check for \$75.00 payable to The Township of Livingston.
2. Need to obtain Building Permit.
3. Show the detail of the fence construction and gate closure. Must be self-latching gate. The fence must also comply with Section 3109 of the 2006 International Residential Code NJ edition. As per township ordinance 170-96 (8) (e) every pool including above ground must have a fence.
4. Need 3 copies of property survey showing the proposed location of the fence.

Posted 5/29/09 on www.livingstonnj.org