

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 without this information.
2. Need four (4) 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 current 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 or replaced. Building section must include size of proposed pool, spa or hot tub.
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 pools, must have a fence. The fence must also comply with Appendix G of the 2009 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 specifications of filters, heaters, pool, pumps, hot tub, spa, etc.
9. Must fill out the Development Fee form (in ground pools only).
10. Need to contact Soil Conservation for an application at 973-364-0786 ext. 10, Fran Aquirre, for soil disturbance over 3500 sf Their email is: information@hepscd.org.
11. Must complete Residential Zoning Application and enclose a check for \$120.00 payable to *The Township of Livingston*.
12. Must enclose Surface Drainage Permit Application for Engineering Dept.
13. Must enclose Escrow fee of \$500.00 at time of application.

SURFACE DRAINAGE: ORDINANCE 35-2008 EFFECTIVE 11-23-08

IF CHANGING GRADE OF PROPERTY FOR A POOL/SPA/HOT TUB, A SURFACE DRAINAGE PERMIT MUST BE OBTAINED FROM THE ENGINEERING DEPT.

ENGINEERING ESCROW REVIEW FEES: ORDINANCE 9-2010 EFFECTIVE 4/5/10:

ANY CONSTRUCTION REQUIRING ENGINEERING REVIEW MUST PAY AN ESCROW FEE OF \$500.00 WHICH MUST BE ENCLOSED AT TIME OF APPLICATION SUBMISSION.

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 a Building Permit
3. Show the detail of the fence construction and gate closure. Must be self-latching gate. Fence must also comply with Appendix G of the 2009 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 current property survey showing the proposed location of fence.