

SWIMMING POOL PERMITS

REQUIRED DOCUMENTS AND INFORMATION

Columbus/Bartholomew County Department of Technical Code Enforcement

440 Third Street, Room 302, Columbus, Indiana 47201

812-379-1535

Items Required for Most Projects (Must be submitted at time of application for permit)

1. **Site Plan-** (i.e. Construction Stakeout Drawing or Proposed Plot Plan)
 - (a) **On lots less than two (2) acres-in-ground and above ground swimming pools- Site plan must be certified by Registered Land Surveyer.**
 - (b) **On lots of two (2) acres or greater and not in a subdivision- in ground or above ground pools-** Site plan is **not required to be certified by Registered Land Surveyor, But must be a scaled drawing showing all existing structures including septic tank and field and proposed construction.**
2. **Manufacturer's installations are required for above-ground swimming pools.**
3. **Certificate of Completion and Compliance:** To be signed by contractor and owner.
4. **Electrical Contractor Sign-off Sheet is required for in-ground pools. A Bartholomew County Licensed Electrician must do all the electric work. All sign-off sheets must be submitted prior to the permit being issued.**

Additional Items That May Be Required

5. **Health Department Septic Permit or Evaluation Report:** if on septic system. A fee is charged by the Health Department for these services. Bartholomew County Health Department 812-379-1550.

Architectural Committee Approval if required by subdivision. Contact your Homeowners Association, Real Estate Agent or Developer.

Please Note: This is a general list of those items necessary for the evaluation and issuance of a permit in Columbus/Bartholomew County. Upon review and depending on the particular situation more documents or information may be requested. Please allow 3-5 days for review of your permit when planning your project start time. **NO** inspections will be done prior to the issuance of a permit for work.

Certificate of Completion and Compliance

Columbus/Bartholomew County Department of Technical Code Enforcement
440 Third Street Room 302, Columbus, Indiana 47201 Office 812-379-1535

Address or Lot # of Proposed Construction: _____
ADDRESS LOT # SUBDIVISION

Owner of Property or Occupying Tenant: _____

General Contractor or Responsible Party: _____

Signing of this document certifies that:

- 1) All construction will be completed in accordance with all applicable local and state building codes and all applicable Columbus/Bartholomew County zoning ordinances. This includes Indiana Building Code, Indiana Chapter 11 Accessibility Codes, Indiana Residential Code, Indiana Mechanical Code, Indiana Plumbing Code, Indiana Energy Code, National Electric Code, Indiana Fire Codes, Indiana Swimming Pool Code, the Columbus City Code and the Bartholomew County Code.
- 2) That only those materials, acceptable under applicable codes or approved by the Authority having jurisdiction will be utilized in the work to be performed.
- 3) That all drainage of surface or storm water will be directed according to the approved site plan for commercial projects; or will be handled in a prudent manner to prevent erosion of soils to, or ponding of water on adjacent properties in residential construction.
- 4) All landscaping and grading will be completed to the satisfaction of the Planning Department in commercial projects or Building Inspector in residential projects.

As owner of the property, general contractor under contract, and/or appointed representative of contracted company, you jointly and severally assume full responsibility for insuring that the above will be done and that **no one will occupy** any new structure, new addition or part of a remodeled structure prior to obtaining a **Temporary or Final Certificate of Occupancy**, from the Columbus/Bartholomew County Department of Technical Code Enforcement. (A structure is considered to be occupied if any personal or other items, not related to actual construction of the project, are moved into the structure. Structures include additions, garages, storage buildings and swimming pools.)

If any person, firm or corporation shall violate any of the provisions of this Building Code or shall do any act prohibited herein, or shall fail to perform any duty lawfully enjoined, within the time prescribed by the Department, or its Chief Code Enforcement Officer, or any of its Assistant Code Enforcement Officers, or shall violate, fail, neglect or refuse to obey any lawful order given by the Department or its Chief Code Enforcement Officer or any of its Assistant Code Enforcement Officers, in connection with the provisions of this Building Code, then for each such violation, failure, neglect or refusal, or doing of a prohibited act, such person, firm or corporation shall be fined in the sum of not less than One Hundred Dollars (\$100.00) nor more than Five Hundred Dollars (\$500.00). Each day that aforesaid violation, failure, neglect or refusal, or doing of a prohibited act continues, shall be deemed and constituted as a distinct and separate offense. Each offense shall be deemed as a Class C infraction. (City of Columbus Municipal Code 15.04.260 and Bartholomew County Code Sec. 5.37)

Signature of Owner or Occupying Tenant: _____
REQUIRED DATE

Signature of Contractor/ Company Representative: _____
REQUIRED DATE

Permit Application Number: _____

Electrical Contractor Sign-Off

Columbus/Bartholomew County
Department of Technical Code Enforcement
440 Third Street Room 302, Columbus, Indiana 47201
Office 812-379-1535; Fax 812-379-1765

Received by: _____
Date Received: _____
License Current: yes no
Permit #: _____

I, _____, a Bartholomew County licensed electrical
contractor, accept liability for the work being performed at

_____ and I will insure that all
work is done in accordance with the National Electric Code, Indiana Electric Codes and
Bartholomew County Electric Codes and any other applicable codes or regulations.

I understand that a Bartholomew County licensed electrician is required to be onsite at all times electrical work is being performed and that my license is subject to suspension and forfeiture in the event I am found in violation of Chapter 5 Article 1 Sec. 5-6 (requiring permits) and/or Chapter 5 Article 3 Sec. 5- 129 of the Bartholomew County Code.

I am a duly authorized representative of _____

COMPANY NAME

LICENSE HOLDER'S ORIGINAL SIGNATURE

License #

Names and license numbers of all licensed employees who may be onsite at any time:
(You may attach a current list)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SWIMMING POOL PERMITS

TO: Swimming Pool Dealers, Installers and Property Owners

RE: Permit/ Inspection Information

Attached is information to assist you in understanding and complying with swimming pool permits and inspections. This information applies to both in-ground and permanently installed above-ground pools.

Pool installations must comply with all current local zoning ordinances and local, state and national codes. **Inspections are required!** We normally conduct at least two inspections during construction of the pool as outlined below.

1. Bonding inspection and inspection of any underground electric and plumbing.
2. Final inspection after all work is completed including the **safety barrier as required by the Indiana Swimming Pool Code**; before pool is put into use.

If there are any questions regarding this information, please contact the office at 812-379-1535.
