



## TOWN OF PERINTON

1350 TURK HILL ROAD. FAIRPORT, NEW YORK 14450-8796  
(585) 223-0770, Fax: (585) 223-3629, [www.perinton.org](http://www.perinton.org)

### BUILDING PERMIT REQUIREMENTS FOR HOT TUB/SPA

Installation **SHALL NOT** commence until a permit has been issued.

1. Submit **two copies** of a tape location or survey map showing size and location of hot tub/spa including the following:
  - a. All setback measurements from the structure and property lines.
  - b. Pools must be located in the rear yard, no closer than 15' to the side and rear property lines and no closer than 10' from any overhead wires. Utility companies must be contacted by the property owner if any overhead electrical or telephone wires or cables need to be relocated. The expense for relocation may have to be paid by the property owner.
  - c. Show location of all utility lines near hot tub/spa.
  - d. Permit fee is \$25.
  - e. Provide a brochure or specifications of the hot tub/spa.
2. Homeowner must complete the "Swimming Pool /Hot Tub Acknowledgment Letter" (attached) and submit it to the Code Enforcement and Development Department before a building permit is issued.
3. The contractor/installer must have **General Liability, Workers' Compensation and Disability Benefits** insurance on file with the Town of Perinton before a permit can be issued. Please call the Code Enforcement and Development Department with any questions.
4. Plan review is done by our staff prior to issuance of a building permit. After receiving the above information, this review is done in a timely manner. During busy times, the review of a minor project could take up to five business days. We always try to expedite the review, but planning ahead helps us all.
5. Inspection sequence for hot tub/spa:
  - a. An electrical inspection (SEPARATE FEE CHARGED BY THIRD-PARTY INSPECTION AGENCY) shall be completed prior to the Town of Perinton granting final approval.
  - b. Final inspection – Call the Code Enforcement and Development Department, when the final electrical inspection is complete, to set up an appointment to determine if the hot tub/spa is in compliance with all codes and ordinances.
6. The hot tub/spa **will not be granted a Certificate of Compliance and should not be used** until the above-mentioned terms have been completed.



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**SWIMMING POOL/HOT TUB ACKNOWLEDGMENT LETTER**

As **HOMEOWNER**, I am or my agent is applying for a building permit for an:

Check appropriate box:

- IN-GROUND POOL** – A fence/enclosure plan must be submitted before a building permit will be issued for in-ground pools. (The plan must include a detail of the fence, location of self-closing/self-latching gates, sliding door, deck, etc.) The homeowner must sign the plan.
  
- ABOVE-GROUND POOL** – A fence /enclosure plan must be submitted for an above-ground pool with attached deck or if deck is also attached to house or if any excavation work is to be done to level ground for said pool. (The plan must include a detail of the fence, location of self-closing/self-latching gates, sliding door, deck, etc.) The homeowner must sign the plan.
  
- HOT TUB/SPA** – An electrical inspection will be required. A lockable cover is required.

**I have received and reviewed a copy of the Town of Perinton Swimming Pool Permit Requirements and Swimming Pool Enclosure/Barrier and Alarm Requirements.**

I acknowledge that I am aware of the pool enclosure/barrier requirements.

I acknowledge that I am responsible for the water entry alarm, door alarms, and scheduling a final inspection.

I acknowledge that any changes must be approved by the Town in advance to any work involving the proposed changes.

I further understand that the pool/hot tub/spa **MAY NOT BE USED** until a Certificate of Completion has been issued from the Code Enforcement and Development Department.

\_\_\_\_\_  
*Homeowner Signature*

\_\_\_\_\_  
*Date*

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_