

In-Ground Swimming Pool Construction Applications

Please include with each in-ground pool application the following items:

1. Construction Permit Application (Form [F-100](#))
2. Building Subcode Technical Section (Form [F-110](#))
3. Electrical Subcode Technical Section (Form [F-120](#))
4. Plumbing Subcode Technical Section (Form [F-130](#))
5. Mechanical Inspection Technical Section (Form [F-145](#))

One technical sheet should be filled out for each contractor doing work on project.

6. One copy of spec sheets for each piece of equipment being installed
7. At least one drawing of pool drains
8. Gas riser diagram (if applicable)
9. Three sets of signed & sealed pool construction details

These MUST BE site specific, meaning the owner's name and the work site address MUST BE on them, and can only contain THE EXACT POOL being installed or they WILL NOT be accepted

Prior Approvals Required

The following applications must be submitted and approvals must be rendered prior to the issuance of the construction permit:

1. [Zoning/Engineering application](#) – The instructions for filling out the application and associated fees are on the first page. The plans requested are site & grading plans, of which 3 must be submitted, as well as 1 set of signed & sealed, site specific pool construction details if the depth of the pool is not indicated on the site & grading plans.
2. [Bergen County Soil Conservation District application](#) – If a minimum of 5,000 s.f. of soil is being disturbed, an approval from BCSCD may be required. Please apply or verify with BCSCD.
3. [Ministerial Soil Movement Application](#) – Regardless if Bergen County Soil Conservation District is involved or not, a Soil Movement Application **MUST BE** submitted to the Clerk's Office with the corresponding information requested on application if moving more than 10 c.y. of soil.