



BOROUGH OF RINGWOOD

Building Department ■ Code Enforcement

Phone (973) 962-7880 Fax (973) 962-7823

POOL PACKET

SECTION ONE

- **THIS PACKET CONTAINS SELECTIVE PORTIONS OF BUILDING CODES FOR YOUR GENERAL INFORMATION.**
- **THIS IS NOT A COMPLETE LISTING OF ALL BUILDING CODES PERTAINING TO ANY SPECIFIC PROJECT.**

PRIOR APPROVALS

- You must first obtain prior approval before submitting a permit application. See Section Two for the required forms.

ENGINEERING REVIEW, IF REQUIRED

- Pool/Patio installations disturbing 500 sq. ft. or more of land require Engineering Review:
 1. Three sealed topographical preliminary site plans showing proposed location of the pool
 2. Three sealed foundation location surveys
 3. Three sealed "As Built" surveys before Certificate of Approval is issued
 4. A fee of \$150 will be charged for Engineering Review

PLAN REVIEW

- Submit permit application along with two (2) sets of building plans

INSPECTIONS

- It is the property owner's responsibility to ensure that all required inspections are scheduled throughout construction and upon completion of the work.
- New Jersey Uniform Construction Code requires a stamped, approved set of plans be on site at all times for use during inspections. NJAC 5:23-2.16(e)

CONTRACTOR LICENSING

- All Home Improvement Contractors are required to be licensed by the State of New Jersey.



BOROUGH OF RINGWOOD
Building Department ■ Code Enforcement
60 Margaret King Avenue, Ringwood NJ 07456
Phone (973) 962-7880 Fax (973) 962-7823



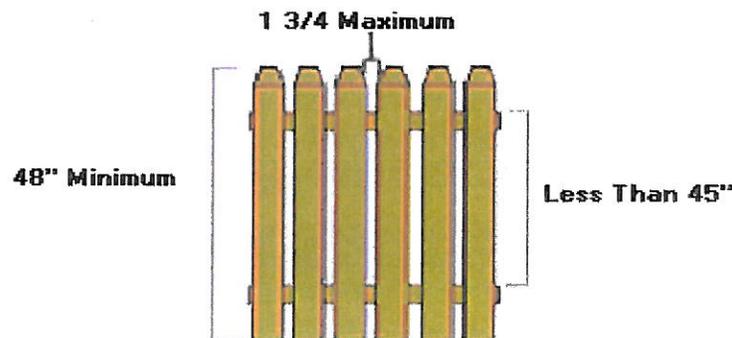
Pool Fence Requirements

Private swimming pools must be surrounded by a barrier, such as a fence or wall. The barrier must meet the following requirements.

- The top of the barrier shall be at least 48 inches above finished ground level measured on the side of the barrier, which faces away from the swimming pool. The maximum vertical clearance between finished ground level and the bottom of the barrier shall be 2 inches measured on the side of the barrier, which faces away from the swimming pool.
- Solid barriers shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.

Fences with horizontal rails less than 45" apart

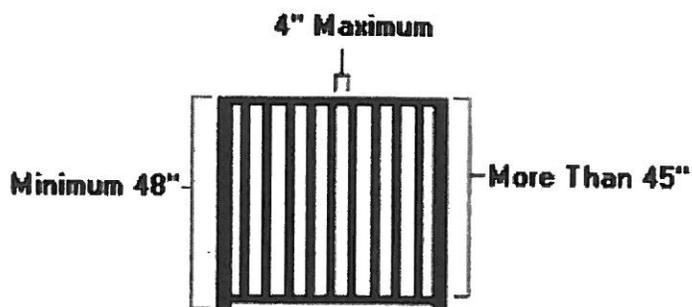
Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches, the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1- $\frac{3}{4}$ inches in width. Decorative cutouts shall not exceed 1- $\frac{3}{4}$ inches in width.



If horizontal planks are less than 45" apart the vertical spacing cannot be more than 1-3/4"

Fences with horizontal rails more than 45" apart

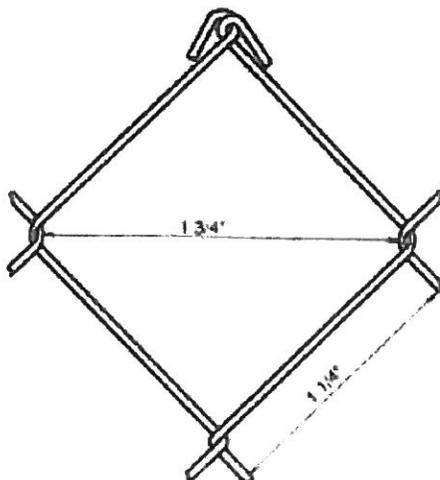
Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more, spacing between vertical members shall not exceed 4 inches. Decorative cutouts shall not exceed 1- $\frac{3}{4}$ inches in width.



If horizontal rails are more than 45" apart
the vertical spaces cannot be more than
4" apart

Chain link Fence Mesh Size Limit

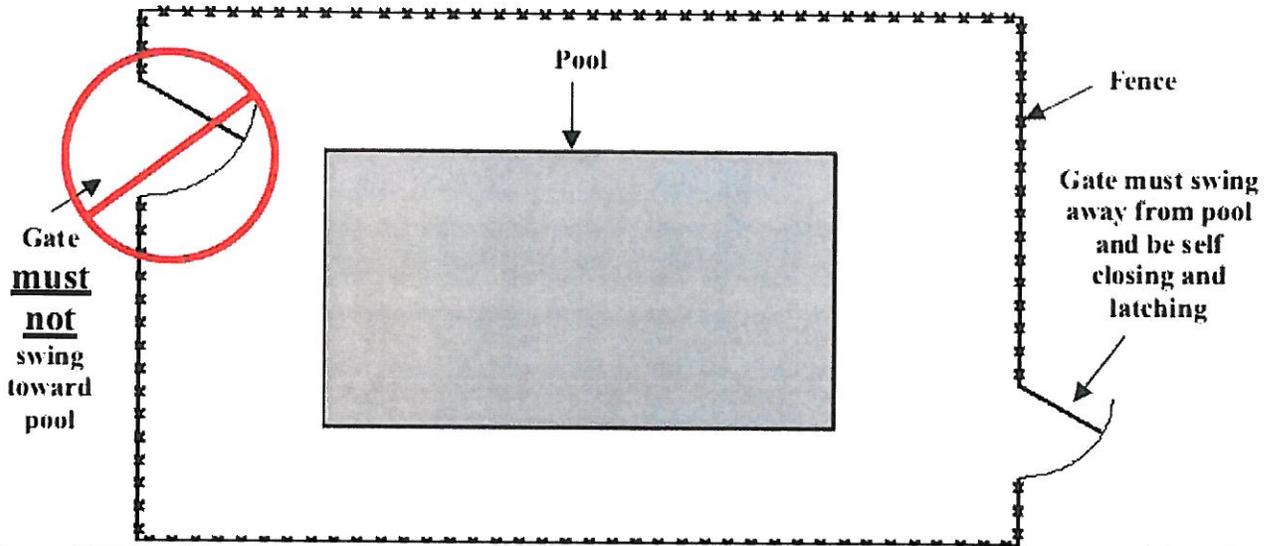
Maximum mesh size for chain link fences shall be a 1 $\frac{1}{4}$ -inch square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than 1 $\frac{3}{4}$ -inches. (Figure 3)



Important: The maximum mesh size for a pool fence is smaller than the standard chain link mesh

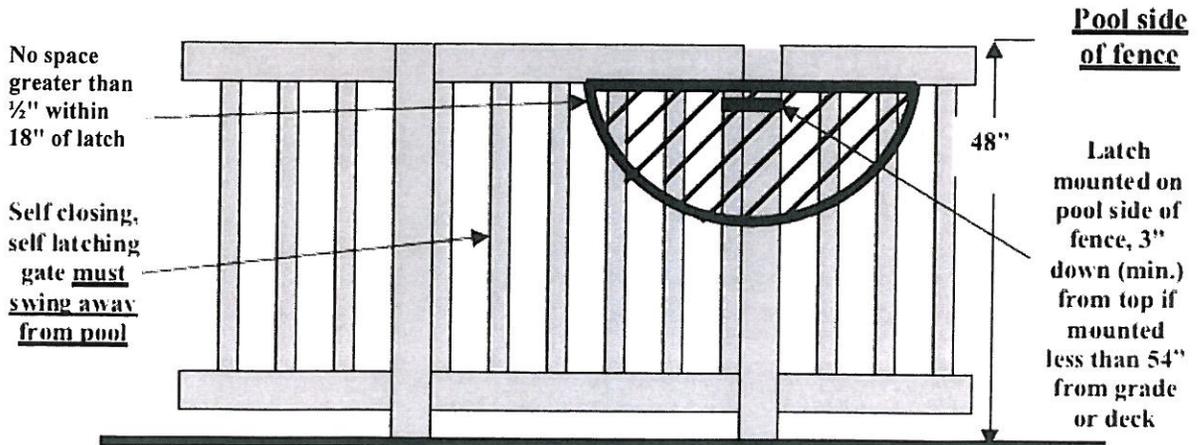
Gate Swing

Gates shall comply with the requirements of a fence for height, picket spacing or chain link mesh size and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outwards away from the pool and shall be self-closing and have a self-latching device. Gates must swing out only so that even if the gate is not completely latched, a young child pushing on the gate in order to enter the pool area will at least close the gate and may actually engage the latch.



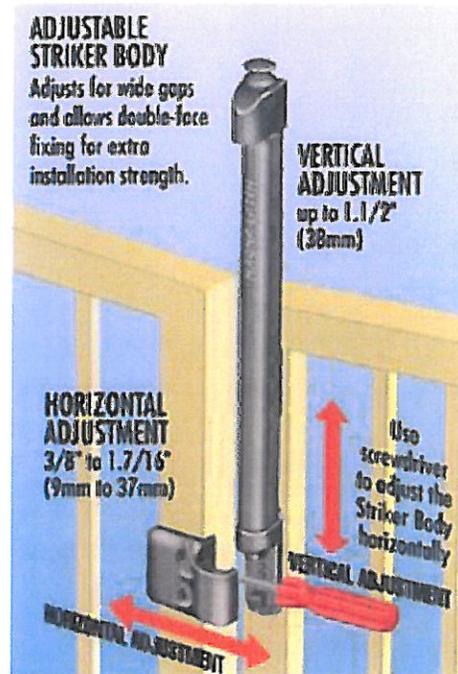
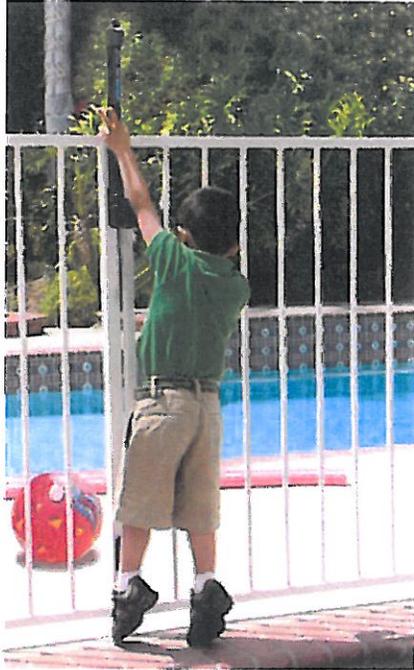
48" high gates with latches mounted less than 54" from the ground

If the latch is mounted less than 54" from grade, it must be mounted on the pool side of the gate, a minimum of 3" down from the top of the gate so you must reach over the fence to unlatch and have no space greater than 1/2" within 18" of the latch so a child can not reach through the fence to unlatch it.



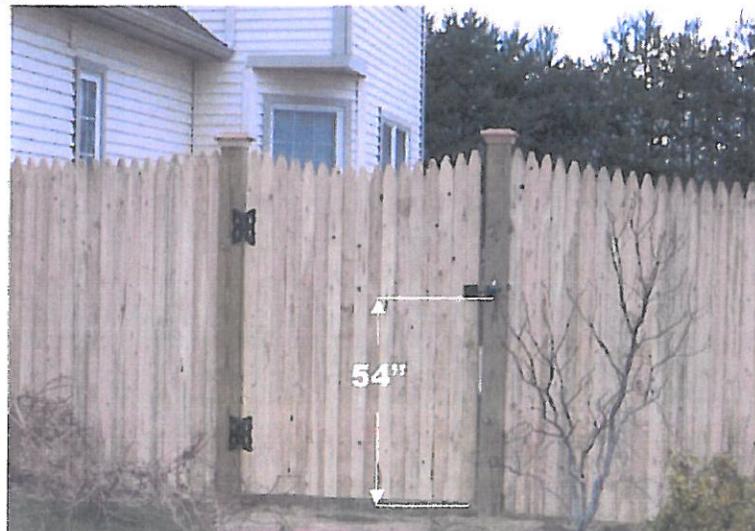
48" high gates with the latch mounted above the top of the gate.

Several manufacturers make latches that can be mounted on a 48" high gate and have the operating mechanism above the top of the gate. The operating mechanism must be mounted at least 54" above the bottom of the gate.



Gates more than 48" high

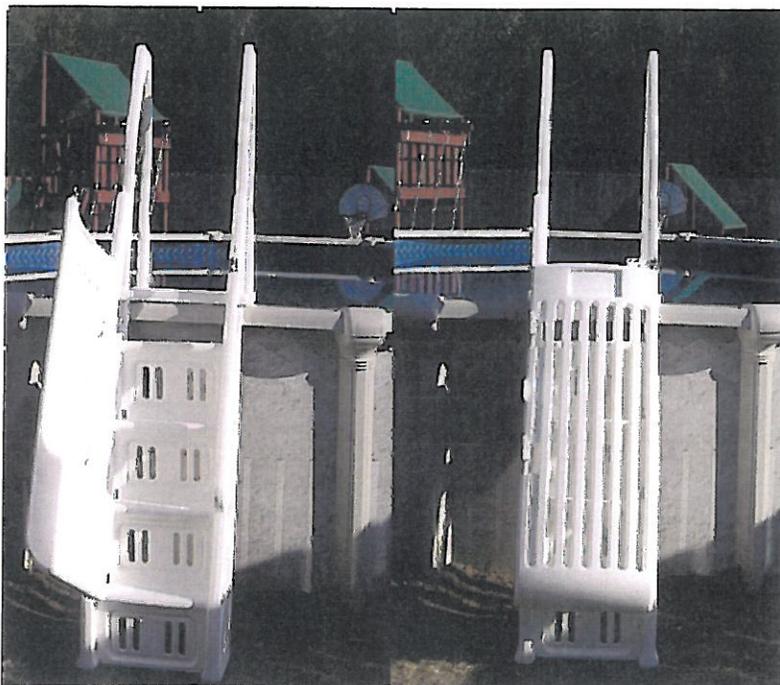
Gates that are more than 48" high must have the latch mounted at least 54" above the bottom of the gate.



Above ground pools

Barriers are required for above ground pools. **A removable ladder is not an acceptable barrier for an above ground pool.** The barrier may be a compliant fence that surrounds the entire pool or yard. Pools that have a wall that is at least 48" do not require a fence around the entire pool and may have a fence just around the ladder area or a ladder with a built-in self-closing latching gate.

Above ground pools with walls at least 48" above grade



Ladder with built-in gate



Fence around ladder area

Above ground pools on sloped site

Where the walls of an above-ground pool are used as the barrier, are on a sloped site, which will make a portion of the top of the pool structure to be less than 48" to grade, a minimum of 3-foot level surface around the portion of the pool structure that is less than 48" to grade should be provided. The level surface should be measured away from the pool wall to the excavation edge and should be tapered away from the pool at a minimum of 45-degree angle for a distance of one half the level surface.

Above ground pools on sloped site where the pool wall is used as the barrier

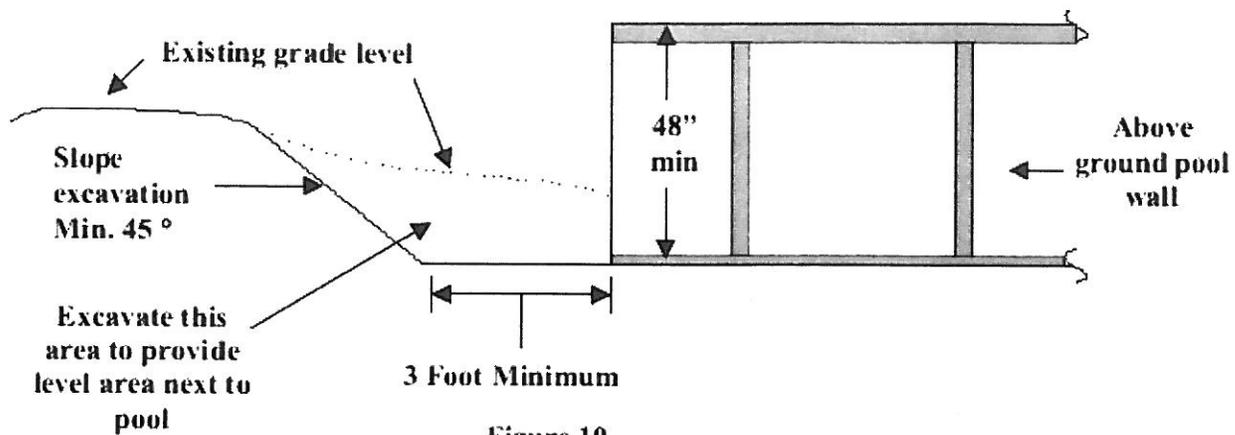


Figure 10

FOR OWNER'S INFORMATION

2012 INTERNATIONAL SWIMMING POOL AND SPA CODE

SECTION 303 ENERGY

303.1 General. The energy requirements for pools and inground permanently installed *spas* shall be as specified in Sections 303.2 through 303.4 and APSP 15. The energy requirements for *residential* portable electric *spas* shall be in accordance with APSP 14.

303.2 Heaters. Heaters shall be equipped with an external on-off switch to allow the heater to be shut off without adjusting the thermostat setting. Such switch shall be provided with ready access. Gas-fired heaters shall not be equipped with continuous pilot burners.

Exception: *Portable residential spas and portable residential exercise spas.*

303.3 Time switches. Time switches or other control methods that can automatically turn off and on heaters and pumps according to a preset schedule shall be installed with or on all heaters and pumps. Heaters, pumps and motors that have built-in timers shall be deemed in compliance with this requirement.

Exceptions:

1. Where public health standards require 24-hour pump operation.
2. Pumps that operate waste-heat recovery pool heating systems.
3. *Portable residential spas and portable residential exercise spas.*

303.4 Covers. Heated pools and in-ground permanently installed *spas* shall be provided with a vapor retardant *cover*.

Exception: Where more than 70 percent of the energy for heating, computed over an operating season, is from site-recovered energy such as from a heat pump or solar energy source.





BOROUGH OF RINGWOOD

Building Department ■ Code Enforcement

Phone (973) 962-7880 Fax (973) 962-7823

POOL PACKET

SECTION TWO – PRIOR APPROVALS

**THE FORMS IN THIS SECTION MUST BE REVIEWED AND
APPROVED PRIOR TO OUR RELEASING THE
CONSTRUCTION PERMIT**

INSTRUCTIONS

Included within this section are the following forms:

- Request for Zoning Approval
- Request for Health Department Approval
- Area, Bulk and Yard Requirements by Zoning Districts
- Request for Water Department Approval
- Dwelling Existence Certification
- Inspection Notice
- Acknowledgment of Fencing Regulations

- The homeowner is to fill in each form completely and sign each where indicated.
- Return completed packet in its entirety to the Ringwood Building Department.

**You will be notified when the
Prior Approvals review is completed.**



BOROUGH OF RINGWOOD

Ringwood Zoning Official
Phone (973) 962-7880 ■ Fax (973) 962-7823

Request for Zoning Approval

Owner's Name _____ Work Site _____
Address _____ Block _____ Lot _____
Daytime Phone _____

PROPOSED PROJECT: Above Ground Pool In Ground Pool
 Deck Patio Shed or Accessory Structure
 Addition Interior Renovations Other: _____

Dimensions: Length _____ Width _____ Height _____

You must provide a copy of your sealed site plan/property survey with the following notations:

- Sketch the proposed location and dimensions of your construction.
- Indicate the distance to all property lines. (See attached form for setbacks in your zone)

For Additions: Size of Addn _____ sq ft Land Disturbance of Addn _____ sq ft
 If construction is in whole or part over existing home, indicate what area of house is being raised.
 If all or portion of addition is an extension to footprint of home, sketch on and indicate dimensions.
 Footprints disturbing more than 500 square feet of land require Site Plan Review by Borough Engineer (\$150 fee) to include:

- 3 sealed topographical site plans for preliminary review
- 3 sealed foundation location plans prior to framing
- 3 sealed "As Built" site plans prior to issuance of Certificate of Occupancy

Signature of Homeowner _____ Date _____

For Office Use Only	
Approved by _____ Date _____	Routed date _____
Denied by _____ Date _____	Health _____
Applicant Notified? Yes _____ No _____	Assessor _____
Comments _____	Zoning _____
_____	Water _____



BOROUGH OF RINGWOOD

Health Department

Phone (973) 962-7079 ■ Fax (973) 962-7823

Request for Health Department Approval

Owner's Name _____ Work Site _____
Address _____ Block _____ Lot _____
Daytime Phone _____

- Proposed Project:
- Above Ground Pool
 - In Ground Pool
 - Deck
 - Patio
 - Shed or Accessory Structure
 - Addition
 - Interior Renovations
 - Other: _____

To approve your proposed project, the following information must be supplied:

1. On a copy of your site plan/property survey:
 - Sketch the proposed location of your construction.
 - Indicate the location of your septic system and well or public water service line from the street to the house.
 - Indicate the distances between all septic components, water lines or well and the proposed project.
2. A copy of your most recent pumping permit (if available).
3. For Additions and Interior Renovations:
 - An inside floor plan of all levels of the existing house with all rooms labeled.
 - An inside floor plan showing all the levels of the proposed structure with all rooms labeled.
 - Existing # of bedrooms _____ Proposed additional bedrooms _____ Total _____
 - Proposed additional square feet _____
 - Proposed additional bathrooms _____

Note: Be advised that your septic system may not be in conformance with state and local codes. Before approval for the work you have proposed can be granted, you may be required to upgrade your system to current standards.

Signature of Homeowner _____ Date _____

_____ **For Office Use Only** _____

Denied by _____ Date _____

Comments _____

Applicant Notified? Yes _____ No _____

Approved by _____ Date _____

AREA, BULK AND YARD REQUIREMENTS BY ZONING DISTRICTS IN THE BOROUGH OF RINGWOOD, NEW JERSEY

Zone	Minimum Area Requirements				Maximum Bulk Requirements				Minimum Yard Requirements			
	District	Lot Area (Sq. Ft.)	Lot Width (Ft.)	Lot Depth (Ft.)	Maximum Disturbed Land Area %**	Improved Lot Coverage %***	Lot Coverage %***	Bldg. Ht. Principal Ft. Stories	Front Yard (Ft.)	Each Side Yard (Ft.)	Rear Yard	Principal / Accessory
R-20	Single -Family	20,000	100	175	50	35	25	35	2 1/2	35	15	35 / 20
R-40	Single -Family	40,000	150	200	30	25	20	35	2 1/2	35	30	50 / 35
R-40V and R-80V	Single-Family w/ Public water	40,000	150	200	See Schedule	25	20	35/40	2 1/2	35	30	50 / 35
	Single-Family w/o Public Water	80,000	200	250	Below	20	18					
RT-40	One-Family & Two-Family	40,000	150	200	40	35	25	35	2 1/2	35	30	50 / 35
	EXISTING CONDITIONS											
	PROPOSED PROJECT											

Lot Coverage shall mean the percentage of a lot area which is occupied by buildings and accessory structures including swimming pools, porches, decks, chimneys and other related building appurtenances but not including walkways, driveways, patios, tennis courts, open parking areas and loading areas.

Improved Lot Coverage shall mean the percentage of lot area which is improved with principal and accessory buildings, structures and uses including, but not limited to, driveways, tennis courts, parking areas, garages, walkways, patios, loading areas, hard surfaces or other man-made improvements. Detention or retention basins shall be excluded from such calculations provided same is constructed of natural materials.

Maximum Disturbed Land Area shall mean all land outside of the allowable disturbed areas shall be left in its natural state and no trees, shrubs, vegetated ground cover, top soil or other natural features shall be moved or altered.

Zone	Lot Area (Sq. Ft.)	Maximum Disturbed Land Area*(% of Lot)
	0 — 40,000	30.0%
	40,001 — 50,000	28.0%
	50,001 — 60,000	25.0%
	60,001 — 70,000	23.2%
	70,001 — 80,000	21.0%
	80,001 — 90,000	19.5%
	90,001 — 100,000	18.0%
	100,001 — 110,000	17.0%
	110,001 — or more	16.0%

Is any portion of the lot designated floodway or flood hazard area?

Yes ___ **No** ___

[Note the required setback(s) from designated limit(s).]

Is a detention/retention basin located on the lot?

Yes ___ **No** ___

[Note the required setback from the limits of the basin.]

Is a wetland area located on the lot?

Yes ___ **No** ___

[Note required setbacks from wetland limits.]

Signature of Homeowner: _____



Borough of Ringwood

Department of Public Works
Office of the Water Superintendent
973-475-7103

REQUEST FOR APPROVAL FOR PROPOSED POOL

Date _____

Name _____ Address _____

Block _____ Lot _____ Telephone _____

Dimensions of Pool _____

Capacity of Pool in Gallons (Length x Width x Average Depth) _____

Source of Water Supply: Municipal Water Supply _____

Private Well _____

Purchase from Private Vendor _____

Anticipated Fill Date: _____

Approved _____ Conditionally Approved _____ (See Comments)

Not Approved _____ (See Comments)

Comments _____

Director of Public Works/Water Superintendent

CHAPTER 18 – WATER

18-10.2 Use of Water to Fill Swimming Pools

- a. No person shall make use of any water from any of the water mains or supply pipes of this Borough except in the manner provided in this Chapter.
- b. All water customers having a swimming pool in excess of two thousand five hundred (2,500) gallons capacity shall be required to obtain approval from the Water Superintendent to fill same. Prior to granting permission, the Water Superintendent shall consider the demands upon the system, other applicants for like purpose, and shall designate time or times when water may be taken from the system for this purpose by the applicant. (1985 Code, Section 19-1.4)



BOROUGH OF RINGWOOD

Building Department

Phone (973) 962-7880 ■ Fax (973) 962-7823

Certification of Highlands Exemption #5

Date: _____

Owner: _____

Property Address: _____

Block: _____ Lot: _____

Description of Project: _____

The aforementioned project is located wholly within the Highlands Preservation Area and Highlands regulations restrict development. However, the Highlands Rules at N.J.A.C 7:38-2.3 set forth various exemptions. Borough of Ringwood tax records indicate that this dwelling was in existence prior to August 10, 2004 and, therefore, qualifies for **Exemption #5** defined as: "**Any improvement to a lawfully existing single-family dwelling in existence on August 10, 2004, including but not limited to an addition, garage, shed, driveway, porch, deck, patio, swimming pool, or septic system, as long as the improvement maintains the use as a single-family dwelling as defined by code or ordinance in the municipality in which the dwelling is located and does not permit use of the structure as a multiple until dwelling.**"

Therefore, the proposed Project is deemed **exempt** from the provisions of the Highlands Rules, subject to the following limitation (s):

"If the Borough of Ringwood subsequently determines the information submitted to obtain this decision is inaccurate, the exemption shall be void."

This exemption determination is limited to the land area and specific scope of the activities described herein or as shown on a survey of the property. This determination does not eliminate the need for any permits, approvals, or certifications required by any other Federal, State, County, or municipal review agency with jurisdiction over this activity, including, but not limited to, freshwater wetlands or flood hazard permits or review of storm-water management.

Homeowner Date

Assessor Date

Highlands Exemption Designee Date



BOROUGH OF RINGWOOD

Building Department ■ Code Enforcement

Phone (973) 962-7880 Fax (973) 962-7823

Remember to Call for Inspections !!

NOTICE

It is the joint responsibility of the Homeowner and the Contractor to ensure that all required inspections are scheduled throughout construction and upon completion of the work.

- The Uniform Construction Code states, "Upon completion of the building or structure and before issuance of a certificate of use and occupancy required herein, a *final inspection shall be made.*" NJAC 5:23-2.18(d)
- A building or structure hereafter erected shall not be used or occupied in whole or in part until a form of certificate of occupancy shall be issued by the Construction Official. NJAC 5:23-2.23(a)

Noncompliance of the above provisions of the UCC is a violation, and pursuant to NJAC 5:23-2.31(b)4, a monetary penalty shall be issued immediately.

Therefore, please take note that if final inspections are not called for within a reasonable length of time after completion of the work, and prior to occupancy of a new dwelling or addition, a **violation notice will be issued along with a penalty of up to \$2,000.00.**

Homeowners take note:

Final payment to the contractor is not required to be made before a final inspection is performed. [NJ Division of Consumer Affairs Rule NJAC 13:45A-16.2(a)10.ii]

- | | |
|-----------------|--|
| Building | <input type="checkbox"/> Pre-loc (before concrete) |
| | <input type="checkbox"/> Post-loc (before backfilling) |
| | <input type="checkbox"/> Final (when pool is complete) |
| Plumbing | <input type="checkbox"/> Rough (underground piping) |
| | <input type="checkbox"/> Gas Line Test |
| | <input type="checkbox"/> Final – Heater inspection |
| Electric | <input type="checkbox"/> Bonding and G.F.I. |
| | <input type="checkbox"/> Trench |
| | <input type="checkbox"/> Final |

Owner Signature _____

Date _____

Contractor Signature _____

Date _____

Signature _____ Date: _____

APPENDIX G

SWIMMING POOLS, SPAS AND HOT TUBS

SECTION AG101 GENERAL

AG101.1 General. The provisions of this appendix shall control the design and construction of swimming pools, spas and hot tubs installed in or on the *lot* of a one- or two-family dwelling.

AG101.2 Pools in flood hazard areas. Pools that are located in flood hazard areas established by Table R301.2(1), including above-ground pools, on-ground pools and in-ground pools that involve placement of fill, shall comply with Sections AG101.2.1 or AG101.2.2.

Exception: Pools located in riverine flood hazard areas which are outside of designated floodways.

AG101.2.1 Pools located in designated floodways. Where pools are located in designated floodways, documentation shall be submitted to the *building official*, which demonstrates that the construction of the pool will not increase the design flood elevation at any point within the *jurisdiction*.

AG101.2.2 Pools located where floodways have not been designated. Where pools are located where design flood elevations are specified but floodways have not been designated, the applicant shall provide a floodway analysis that demonstrates that the proposed pool will not increase the design flood elevation more than 1 foot (305 mm) at any point within the *jurisdiction*.

SECTION AG102 DEFINITIONS

AG102.1 General. For the purposes of these requirements, the terms used shall be defined as follows and as set forth in Chapter 2.

ABOVE-GROUND/ON-GROUND POOL. See "Swimming Pool."

BARRIER. A fence, wall, building wall or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.

HOT TUB. See "Swimming Pool."

IN-GROUND POOL. See "Swimming Pool."

RESIDENTIAL. That which is situated on the premises of a detached one- or two-family dwelling or a one-family townhouse not more than three stories in height.

SPA, NONPORTABLE. See "Swimming Pool."

SPA, PORTABLE. A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating equipment are an integral part of the product.

SWIMMING POOL. Any structure intended for swimming or recreational bathing that contains water over 24 inches (610mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

SWIMMING POOL, INDOOR. A swimming pool which is totally contained within a structure and surrounded on all four sides by the walls of the enclosing structure.

SWIMMING POOL, OUTDOOR. Any swimming pool which is not an indoor pool.

SECTION AG103 SWIMMING POOLS

AG103.1 In-ground pools. In-ground pools shall be designed and constructed in conformance with ANSI/NSPI-5 as listed in Section AG108.

AG103.2 Above-ground and on-ground pools. Above-ground and on-ground pools shall be designed and constructed in conformance with ANSI/NSPI-4 as listed in Section AG108.

AG103.3 Pools in flood hazard areas. In flood hazard areas established by Table R301.2(1), pools in coastal high hazard areas shall be designed and constructed in conformance with ASCE 24.

SECTION AG104 SPAS AND HOT TUBS

AG104.1 Permanently installed spas and hot tubs. Permanently installed spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-3 as listed in Section AG108.

AG104.2 Portable spas and hot tubs. Portable spas and hot tubs shall be designed and constructed in conformance with ANSI/NSPI-6 as listed in Section AG108.

SECTION AG105 BARRIER REQUIREMENTS

AG105.1 Application. The provisions of this chapter shall control the design of barriers for residential swimming pools, spas and hot tubs subject to this code. These design controls are intended to provide protection against potential drownings and near-drownings by restricting access to swimming pools, spas and hot tubs subject to this code.

AG105.2 Outdoor swimming pool. An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier which shall comply with the following:

1. The top of the barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51 mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above grade, such as an above-ground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102 mm).
2. Openings in the barrier shall not allow passage of a 4-inch diameter (102 mm) sphere.
3. Solid barriers which do not have openings, such as a masonry or stone wall, shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.
4. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1¾ inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1¾ inches (44 mm) in width.
5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1¾ inches (44 mm) in width.

6. Maximum mesh size for chain link fences shall be a 2¼-inch (57 mm) square unless the fence has slats fastened at the top or the bottom which reduce the openings to not more than 1¾ inches (44 mm).
7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than 1¾ inches (44 mm).
8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:
 - 8.1. The release mechanism shall be located on the pool side of the gate at least 3 inches (76 mm) below the top of the gate; and
 - 8.2. The gate and barrier shall have no opening larger than ½ inch (13 mm) within 18 inches (457 mm) of the release mechanism.
9. Deleted.
10. Where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps:
 - 10.1. Deleted.
 - 10.2. The ladder or steps shall be surrounded by a barrier which meets the requirements of Section AG105.2, Items 1 through 9.

AG105.3 Indoor swimming pool. Walls surrounding an indoor swimming pool shall comply with Section AG105.2, Item 9.

AG105.4 Prohibited locations. Barriers shall be located to prohibit permanent structures, equipment or similar objects from being used to climb them.

AG105.5 Barrier exceptions. Spas or hot tubs with a safety cover which complies with ASTM F 1346, as listed in Section AG107, shall be exempt from the provisions of this appendix.

SECTION AG106 ENTRAPMENT PROTECTION FOR SWIMMING POOL AND SPA SUCTION OUTLET

AG106.1 General. Suction outlets shall be designed and installed in accordance with ANSI/APSP-7.

