

RESOLUTION 24-1113-02

A RESOLUTION TO APPROVE A SWIMMING POOL & SPA CHECKLIST FOR THE ROCKVILLE SWIMMING POOL PERMIT APPLICATION

WHEREAS the Town Council of the Town of Rockville desires to have Swimming Pool & Spa Permit application to enable compliance with the Rockville Land Use Code; and

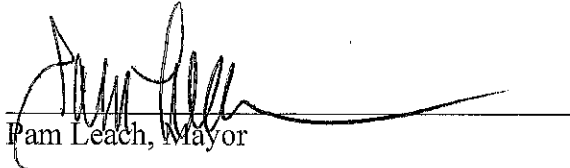
WHEREAS, upon recommendation from the Town Clerk and Planning Commission Chair to have a Swimming Pool & Spa Permit application in an effort to simplify the permit application process and provide a checklist to follow for the applicant along with an inclusive fee for inspections, reviews and other costs associated with a Swimming Pool or Spa.

BE IT THEREFORE RESOLVED the Rockville Town Council approves the attached

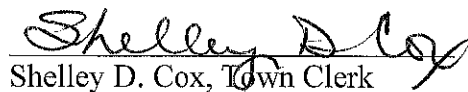
- Swimming Pool & Spa Permit Application for the Town of Rockville, along with an Application Checklist and Fee associated with the permit.

THIS RESOLUTION will become effective immediately upon passage and signature.

DATED AND PASSED this 13th day of November 2024.


Pam Leach, Mayor

ATTEST:


Shelley D. Cox, Town Clerk

SWIMMING POOL PERMIT APPLICATION REQUIREMENTS FOR THE TOWN OF ROCKVILLE

GENERAL INFORMATION

A complete Pool Permit application with application fee must be received in the Office of the Town Clerk **twenty-one (21) calendar days** prior to the scheduled Planning Commission meeting where the application is to be considered. Representation by the applicant or his/her designated agent at the meeting is required.

Pool Permits must be purchased within six (6) months of Planning Commission approval. Pool Permits expire one hundred eighty (180) days after issuance if work has not commenced on the structure.

PLEASE NOTE: It is the responsibility of the applicant to present a complete application. Incomplete applications will not be addressed by the Planning Commission.

Following is the application process. Each block must be checked or marked n/a (non-applicable). The checklist must be signed and dated.

Items that must accompany the application:

- ☐ A legal description of the property (this is on the Washington County Property Tax notice).
- ☐ Owner's signature on the Release of Liability.
- ☐ Eight (8) 11" x 17" copies of the construction plans which are clear and easy to read and understand. New plans may be required, and the application delayed until the next Planning Commission meeting if they are not clear.

Site Plan

- ☐ Drawn to scale with the scale indicated
- ☐ North arrow
- ☐ Lot dimensions on all sides
- ☐ Size and location of easements on the property
- ☐ Name and location of adjacent streets
- ☐ Location and dimensions of existing buildings/structures
- ☐ Setback dimensions on all sides
- ☐ Drainage plan indicating five-foot contours

Pool Plans

Two (2) full sets of 24" x 36" plans are to be provided to the Planning Commission at the time the application is to be considered along with a digital/electronic copy of the same plans. All

information on the eight sets of 11" x 17" plans submitted with the application regarding site plan must also be included on these two larger sets, as well as the following:

- ☐ Site Plan
- ☐ Elevations
- ☐ Dimensions for overall length, height and width of pool and total square footage
- ☐ Electrical information and electrical panel size and location
- ☐ Plumbing information indicating the location of all plumbing fixtures, including cross contamination valve to prevent back-flow into the culinary water system. An annual test on this valve is required and the results must be submitted yearly.
- ☐ Mechanical information if equipment is located in the garage
- ☐ If required by the building official/inspector, a geotechnical study

I have read and understand the General Information section and to the best of my knowledge, all required items have been furnished.

Applicant's *Signature*

Date

Print Name

I am the ____ owner or ____ agent

Physical Address: _____

Mailing Address: _____

Phone: _____

E-Mail: _____