

TOWN OF CLARENCE  
BUILDING DEPARTMENT  
6221 GOODRICH ROAD  
CLARENCE CENTER, NEW YORK 14032  
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## TOWN OF CLARENCE SWIMMING POOL PROCESSING REQUIREMENTS

1. **Completed Town of Clarence Pool Permit Application** accompanied by permit fee.
2. **Property survey or copy of survey** detailing the location of the pool. All dimensions must be scaled to the survey and show dimensions to all buildings and structures, streets, property lines, and septic systems. Location of filter, heater, and proposed fencing must also be indicated on this plot plan.
3. **Residential Code of New York State and Town of Clarence Regulations Agreement** must be read and signed.
4. **Proof of Electrical Permit** showing both grounding/bonding and final requirements included on one permit. This permit application can be applied for by calling Empire Inspections at 1-585-798-1849. Proof of permit acceptance will then be faxed to the Clarence Building Department.
5. **Below ground and partially in the ground pools** require one set of construction plans sealed by a licensed New York State Engineer or Architect. This includes above ground pools which will be constructed and buried into the existing grade. (For all other above ground pools, the installation brochure from the pool company will be acceptable).
6. **Site Plan for Below Ground Swimming Pools** are required to show all existing ground elevations and drainage followed by proposed grade elevations of pool, concrete walks and drainage. A benchmark elevation of 100.0 will be assumed at a permanent location that will remain undisturbed.  
**SEE SAMPLE SITE PLAN ATTACHED.**
7. **A statement indicating if the pool is heated or not heated.** If heated, equipment and control specifications must be submitted to indicate compliance with Sec. 403.9 of the Energy Conservation Code of New York State. **See Excerpt Below.**

**§E403.9.3 Pool heaters.** All pool heaters shall be equipped with a readily accessible on-off switch to allow shutting off the heater without adjusting the thermostat setting. Pool heaters fired by natural gas or LPG shall not have continuously burning pilot lights.

**§E403.9.2 Time switches.** Time switches that can automatically turn off and on heaters and pumps according to a pre-set schedule shall be installed on swimming pool heaters and pumps.

**EXCEPTION:**

1. Where public health standards require a 24-hour pump operation.
2. Where pumps are required to operate solar-and waste-heat-recovery pool-heating systems.

**§E403.9.3 Pool covers.** Heated pools shall be equipped with a vapor-retardant pool cover on or at the water surface. Pools heated to more than 90°F (32°C) shall have a pool cover with a minimum insulation value of R-12.

**EXCEPTION:** Pools deriving over 60% of the energy for heating from site-recovered energy or solar energy source.