



**DEPARTMENT OF BUILDINGS  
ABOVE GROUND POOL/SPA  
PERMIT APPLICATION**

POOL/SPA	
Tracking Number	
Permit Number	
Permit Issue Date	

<b>Filing Status – Check all that apply:</b>		Incomplete applications will not be accepted	
<input type="checkbox"/> Above Ground Pool	<input type="checkbox"/> Semi-above Ground Pool	<input type="checkbox"/> Prefabricated Spa	<input type="checkbox"/> Proposed <input type="checkbox"/> Maintain (year installed _____)
<b>Property Information:</b>			
Property Address:			
Section:	Block:	Lot:	Zone:
<b>Submission Requirements:</b>			
1. Current Survey showing all property improvements. (if survey is older than 12 months, a Survey Affidavit is required)			
2. Proposed site plan indicating size and dimensional location of the pool/spa and associated equipment, including the plan for the disposal of water.			
3. Fence permit application, or location and description of existing fence and gate. (including height, material, spacing, latching and self-closing mechanism)			
4. Information on doors with direct access to the pool. Doors shall be equipped with an alarm which produces an audible warning when the door and/or its screen, if present, are opened.			
5. Product information for a prefabricated pool/spa unit and cover or pool alarm. (Cover specification to indicate conformance to ASTM F1346. Pool alarm specification to indicate conformance ASTM F2208)			
6. Entrapment protection compliance information.			
<b>Above Ground Pool Information:</b>			
Shape:	<input type="checkbox"/> Round	<input type="checkbox"/> Oval	<input type="checkbox"/> Other _____
Size:	Length:	Width:	Depth: Water Capacity:
<b>Prefabricated Spa Information:</b>			
Size:	Length:	Width:	Depth: Water Capacity:
<b>Owner Information:</b>			
Last Name:		First Name:	
Mailing Address:		City:	State: Zip:
Phone Number:		Email:	
<b>Installer Information:</b>			
Last Name:		First Name:	
Company Name:			
Company Address:		City:	State: Zip:
Phone Number:		Email:	
Nassau County License Number:			



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<b>Electrician Information:</b>			
Last Name:		First Name:	
Company Name:		Floral Park License Number:	
Company Address:		City:	State:      Zip:
Phone Number:		Email:	
<b>Property Owner Statement &amp; Signature:</b>			
The undersigned affirms that I am the owner of the property described herein, situated, lying and being within the Incorporated Village of Floral Park; that I have read and understand all items as here in stated, recognize that I am responsible for all activities occurring on the property, and that failure to comply with any of the items, notwithstanding any other items defined in the Village Code, may result in the temporary suspension or permanent revocation of the permits issued for construction on the premises in accordance with the Village Code. I hereby give consent to the listed applicant to make the application on my behalf for permit to perform said work.			
Print Name:		Signature:	Date:
<b>Notary:</b>			
On this _____ day of _____, 20____, before me personally came _____, to me known and known to me to be the person described in as the owner and who executed the foregoing instrument and has acknowledged to me that he/she executed the same.			
_____ Notary Public			
<b>Building Department Use Only:</b>			
<input type="checkbox"/> Permit Fee: \$75	Receipt:	<input type="checkbox"/> Other:	
Permit Review	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	Date:	By:
Inspection	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	Date:	By:

**Permit Conditions:** The following conditions must be met before a Certificate of Occupancy or Completion can be issued:

- The Floral Park Building Department must be made aware of all field changes prior to or at the time of the change. Work is NOT to continue until an amended permit is filed and approved with the Building Department.
- All work is to be left exposed until inspected and approved by the Floral Park Building Department. Work closed up prior to inspection approval will need to be exposed for inspection at the owner's cost.
- The Permit must be posted and visible from the street for the duration of the construction process.
- The Permit is valid for 6 months, unless construction has started. If started, the permit is valid for 12 months from the date of issuance. Should the permit expire a permit renewal application, along with updated drawings and permit fee, must be filed and approved by the Building Department.



**DEPARTMENT OF BUILDINGS  
SURVEY CERTIFICATION AFFIDAVIT**

SURVEY AFFIDAVIT	
Tracking Number	
Permit Number	

In lieu of a recent survey dated within twelve (12) months from the date of this application, the following affidavit will be accepted.

Property Information:		
Owners Name:		
Property Address:		
Survey Certification Affidavit:		
<p>In accordance with 19 NYCRR, Codes, Rules and Regulations of the State of New York, Section 1203, all surveys, plot plans and/or site plans submitted to the Department of Buildings shall clearly depict all structures and site improvements. This is intended to include all primary and accessory structures, driveways, garages, decks, pool, equipment, etc. for both residential and commercial properties.</p>		
<p>In lieu of a current survey dated within twelve (12) months from the date of this application, I certify that I have personally inspected the above referenced property and determined that the plot plan / site plan submitted accurately depicts all existing site improvements as of _____ (date)</p> <p>I certify that with respect to the above application I have prepared and submitted a zoning analysis which accurately reflects the dimensions and zoning requirements for the subject property.</p> <p>I acknowledge that the Department of Buildings is relying on this affidavit for the code review in accordance with the Village Code and NYS Building Code.</p>		
Applicant Statement & Signature:		
Print Name:	Signature:	Date:
Capacity (Check One):	<input type="checkbox"/> Owner	<input type="checkbox"/> Design Professional