

HOW DO I SCHEDULE AN INSPECTION?

Requests for inspections must be made at least 24 hours prior to the time the inspection is desired. The owner or other responsible person in charge of work must notify this office when work is ready for an inspection. Inspections will be performed within three business days of the request. The work must not proceed until the inspection has been made and an approval given.

Requests for inspections can be made by calling (908) 704-6965 between the hours of 9 a.m. and 4:30 p.m., Monday through Friday. A request cannot be left on the voice mail system. It is required that you speak directly to someone. A message can be left with a call back number and someone will return your call so the inspection can be scheduled.

BUILDING & ZONING OFFICIALS

Construction Official

Frank Vuoso (908) 725-2300 x 1962

Building Subcode

John Tamburini (908) 725-2300 x 1960

Plumbing Subcode

Basil Kulick (908) 725-2300 x 1960

Electrical Subcode & Building Inspector

David Myers (908) 725-2300 x 1960

Fire Subcode

David Myers (908) 725-2300 x 1963

Zoning Official

Frank Vuoso (908) 725-2300 x 1962

DEPARTMENT OF COMMUNITY DEVELOPMENT

The Department of Community Development is comprised of the following offices:

- Building Department
 - Construction Official
 - Building Subcode Official
 - Plumbing Subcode Official
 - Electrical Subcode Official
 - Fire Subcode Official
- Code Enforcement
 - Property Maintenance
 - Housing Inspections
- Zoning Official
- Planning Board and Zoning Board of Adjustment



www.somervillenj.org

Borough of Somerville

Department of Community Development

Frank Vuoso, Director

25 West End Avenue

Somerville, New Jersey 08876

Phone (908) 725-2300 ext 1965

Fax (908) 704-3540

Swimming Pools & Hot Tubs



Department Of Community Development

PERMIT PROCESS FOR SWIMMING POOLS & HOT TUBS

The entire zoning ordinance can be viewed via the Dept of Community Development link located on the Borough's website.

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PERMIT REQUIREMENTS

The following requirements apply for swimming pools and hot tubs:

- Paving or decking surrounding a swimming pool or hot tub shall be located at least 5 feet from any lot line, if it is elevated more than 1 foot, but less than 6 feet, above normal grade.
- Paving or decking surrounding a swimming pool or hot tub shall be located at least 10 feet from any property line in the R-1 zone district and 8 feet from any property line in the other districts, if it is elevated 6 feet or more above normal grade.
- Regardless of elevation the water's edge must be 10 feet in the R-1 and 8 feet in the other zone districts.
- A fence or ladder enclosure meeting the requirements of the NJ Edition of the International Residential Code and the Uniform Construction Code.
- Filters and pumps must be 5 feet from any property line.
- Pools are not permitted in any front yard.
- Fence gates must have self closing self latching hardware or a pre-manufactured ladder enclosure that is self closing and self latching.
- In ground pools may require topographic information to be submitted, this must be prepared by a land surveyor or engineer licensed in the State of New Jersey.
- An electrical permit may be required if electric service can not

be provided without the use of an extension cord.

- A plumbing permit will be required if the pool will have a gas heating device.
- A building permit is required if the pool depth is greater than 2 feet or the surface area exceeds 250 square feet.

HOW DO I APPLY FOR A PERMIT?

An application for a permit is available from the Department located on the second floor of Borough Hall, between the hours of 8 a.m. and 4:30 p.m., Monday through Friday. Along with the application, the applicant must submit a plot plan or survey of the property for any proposed work that will occupy land. Examples of when a plot plan or survey is required include sheds, fences, pools, additions, etc. In addition, two sets of construction plans also must be submitted for review. If the applicant is also the owner of the property, the plans can be prepared by the applicant. Any work requiring a permit in a structure other than an owner occupied single family dwelling must have the plans prepared by a New Jersey licensed Architect or Engineer.

THE PERMIT PROCESS

Step 1: The applicant submits the required application forms and documentation. If a zoning permit is required an application fee of \$25.00 is due at time of submission.

Step 2: The Borough Zoning Officer completes the zoning review. If approved, the application is forwarded to the subcode officials for review (step 3). If denied, the

applicant will be notified of the reason for denial and any corrective measures that can be taken.

Step 3: The Borough's building, electric, plumbing and fire subcode officials will review the plans and documents for compliance with the Uniform Construction Code. Additional information may be requested at this point.

Step 4: The applicant will be notified of the fee for the permit. The applicant can then pay the fee and pickup the permit and placard. Permits may be picked up between the hours of 9 a.m. and 4:00 p.m.

Step 5: The applicant then places the permit placard at a location visible from the street, and commences work, and requests necessary inspections.

New Jersey State law mandates that a fine of up to \$2000.00 be issued to any person performing work without the necessary permits.

THIS BROCHURE IS INTENDED TO BE USED AS A GUIDE. OTHER REQUIREMENTS MAY BE NECESSARY BASED UPON INDIVIDUAL CIRCUMSTANCES.