



TOWN OF SAUGUS
INSPECTIONAL SERVICES DEPARTMENT
298 CENTRAL STREET
SAUGUS, MASSACHUSETTS 01906

Inspectional Services Department

Telephone: (781) 231-4115
(781) 231-4116

APPLICATION FOR SWIMMING POOL

Dear Applicant,

The following items that are checked off must be submitted to process your permit.

- Construction Supervisors License
- Home Improvement License
- Two Construction Drawings – Show Framing and brochure
- Two Construction Drawings Stamped By The Fire Dept.
- Building Application
- Foundation Application
- Building Affidavit
- Survey Form
- Disposal Form
- Occupancy Permit
- Plot Plan – **Certified Only** -- Have Surveyor Show Location Of Structure
- Workman's Compensation Form – Application Must Include Certificate

Special Instructions:

Initials: _____ Date: _____

**TOWN OF SAUGUS
APPLICATION FOR PERMIT TO BUILD OR ALTER**

THIS APPLICATION MUST BE PRINTED

Lessee: _____

Permit Number _____
Fee Amount \$ _____
Date Filed _____
Date Issued _____

Owners Name _____ Address _____
City / Town _____ Phone # _____

Architects/ Engineers _____ Address _____
City / Town _____ Phone # _____

Builders Name _____ Address _____
City / Town _____ Phone # _____

Licenses: Improvement # _____ Construction Supervisor # _____
Address Of Performed Work _____
Assessors Map _____ Block _____ Lot _____ Zoning _____ Lot _____ Plan _____
Purpose Of Building Permit _____

How Near Lot Lines: Right _____ Left _____ Rear _____ Street _____ Height _____
Size Of New Construction _____ Method Of Heating _____ fuel _____
Cost Of Completed Work \$ _____
Is Building In Flood Plain ? _____ Wetlands ? _____

RESIDENTIAL

Number Of Families _____ Number Of Stories _____ Height _____
Garage: Under _____ Attached _____ Modular _____ Stick Built _____
Water / Sewer Permit _____ Septic System _____ Wells _____

PUBLIC, COMMERCIAL AND INDUSTRIAL BUILDINGS

Structural Systems Description _____
Height _____ Live Floor Load _____ lbs.sq.ft. Combined Roof Load _____ lbs.sq.ft.
Foundations _____ min. depth Bearing Capacity Of Soil _____ Actual Load _____ sq.ft.
Floor Area _____ sq.ft. Floor Area _____ sq.ft. Sprinkler System? _____
Truss Floor/Roof? _____ Exterior & Fire Walls, Thickness: first floor _____ second
floor _____ third floor _____ Signs: wall _____ free-standing _____ existing _____

ROOFING, SIDING & POOLS

Roofing: Number of Layers _____ Material To Be Applied _____
Siding: Present Siding; wood _____ vinyl _____ asbestos _____
Siding: Materials To Be Applied _____ Number of Squares _____
Pools: In-ground _____ Above-ground _____ Gunite _____ vinyl _____ cement _____
Type & Height of fence _____

Signature of Applicant x _____

Suggested Affidavit for Home Improvement Contractor Permit Application

For Office Use Only

NAME OF CITY/TOWN

Permit No. _____

Date _____

AFFIDAVIT
Home Improvement Contractor Law
Supplement to Permit Application

MGL c. 142A requires that the "reconstruction, alteration, renovation, repair, modernization, conversion, improvement, removal, demolition, or construction of an addition to any pre-existing owner-occupied building containing at least one but not more than four dwelling units, or to structures which are adjacent to such residence or building" be done by registered contractors, with certain exceptions, along with other requirements.

Type of Work: _____ Est. Cost _____

Address of Work _____

Owner Name: _____

Date of Permit Application: _____

I hereby certify that:

Registration is not required for the following reason(s):

- Work excluded by law
- Job under \$1,000
- Building not owner-occupied
- Owner pulling own permit
- Other (specify) _____

Notice is hereby given that:

OWNERS PULLING THEIR OWN PERMIT OR DEALING WITH UNREGISTERED CONTRACTORS FOR APPLICABLE HOME IMPROVEMENT WORK DO NOT HAVE ACCESS TO THE ARBITRATION PROGRAM OR GUARANTY FUND UNDER MGL c. 142A.

Signed under penalties of perjury:

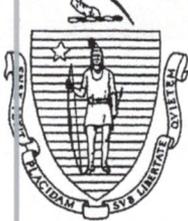
I hereby apply for a permit as the agent of the owner:

Date Contractor Name Registration No.

OR:

Notwithstanding the above notice, I hereby apply for a permit as the owner of the above property:

Date Owner Name



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 600 Washington Street
 Boston, MA 02111
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: Builders/Contractors/Electricians/Plumbers

Applicant Information

Please Print Legibly

Name (Business/Organization/Individual): _____

Address: _____

City/State/Zip: _____ Phone #: _____

Are you an employer? Check the appropriate box:

- | | |
|---|--|
| 1. <input type="checkbox"/> I am an employer with _____ employees (full and/or part-time).* | 4. <input type="checkbox"/> I am a general contractor and I have hired the sub-contractors listed on the attached sheet. †
These sub-contractors have workers' comp. insurance. |
| 2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required.] | 5. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per MGL c. 152, §1(4), and we have no employees. [No workers' comp. insurance required.] |
| 3. <input type="checkbox"/> I am a homeowner doing all work myself. [No workers' comp. insurance required.] † | |

Type of project (required):

- 6. New construction
- 7. Remodeling
- 8. Demolition
- 9. Building addition
- 10. Electrical repairs or additions
- 11. Plumbing repairs or additions
- 12. Roof repairs
- 13. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

† Homeowners who submit this affidavit indicating they are doing all work and then hire outside contractors must submit a new affidavit indicating such.

Contractors that check this box must attached an additional sheet showing the name of the sub-contractors and their workers' comp. policy information.

If an employer that is providing workers' compensation insurance for my employees. Below is the policy and job site information.

Insurance Company Name: _____

Policy # or Self-ins. Lic. #: _____ Expiration Date: _____

Job Site Address: _____ City/State/Zip: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct.

Signature: _____ Date: _____

Phone #: _____

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

- 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Electrical Inspector 5. Plumbing Inspector
- 6. Other _____

Contact Person: _____ Phone #: _____

In accordance with the provisions of MGL c 40, & 54, a condition of Building Permit Number _____ is that the debris resulting from this work shall be disposed of in a properly licensed solid waste disposal facility as defined by MGL c 111, & 150A .

This debris will be disposed of in which City or Town :

Street Address _____ City / Town _____

Type of Container for
Transportation _____

X _____
Signature of Permit Applicant

ZONING BY-LAWS TOWN OF SAUGUS

6.7. ACCESSORY BUILDINGS AND OTHER STRUCTURES

In all Residential Districts, a detached accessory building shall conform to the following provisions:

Maximum Coverage Of Rear Yard	25%
Distance - Set Back Frontage	20 feet
Lot Line - Side Yard	10 feet
Lot Line - Rear Yard	10 feet
Height	20 feet

An accessory building attached to the principal building shall be considered as an integral part thereof and shall be subject to front, side, and rear yard requirements applicable to the principal building. In Business and Industrial Districts, accessory buildings may be located on the lot so as not to violate the minimum front yard and height restrictions set forth in the Table of Dimensional and Density Regulations. The minimum required distance from side and rear lot line for accessory swimming pools shall be 10 feet in all districts.

June 1987

RESIDENTIAL SWIMMING POOLS:

Residential swimming pools, whether located indoors or outdoors, are declared to be structures, the construction, alterations, maintenance, operation and use of which shall be subject to the State Building Code Section 428.8.5 and the Town of Saugus Zoning By-Laws Article VI Section 6.7, so far as applicable. A residential swimming pool is a pool used or intended to be used for swimming, wading or recreational bathing. Structures incapable of containing water a depth of twenty-four (24) inches shall not be considered a pool.

ENCLOSURE:

Every outdoor, residential, in-ground swimming pool shall be completely surrounded at all times, whether or not the same be filled with water, by a fence, railing or wall not less than five (5) feet in height, and every above ground pool shall be surrounded by railings or a safety fence on top of the pool five (5) feet from grade. Each such fence or railings shall be constructed as to have no openings, holes, or gaps larger than four inches in dimension except for doors and gates. On picket fences, however, the gaps between pickets shall not exceed four inches. A building may be used as part of such enclosure. All gates, ladders or doors opening such enclosures shall not be less than the same height as the fence or wall and shall be equipped with a self-closing and self-latching device located not more than one foot below the top of the fence or wall for keeping the gate, ladder or door securely closed at all times when not in actual use; the door of any dwelling which forms a part of the enclosure need not be so equipped. Each such gate, ladder or door shall be kept locked at all times when the swimming pool is not in use.

ELECTRICAL EQUIPMENT:

All lighting of an outdoor residential pool or its enclosure shall be directed at the pool and the source of the light shall be shielded from any street or adjoining property. No such lighting or wiring, therefore, shall be installed without a permit from the Wiring Inspector.

Every residential swimming pool, in conjunction with the operation or lighting of which any electric wiring or electrical equipment is maintained, a licensed electrician shall file or cause to be filed with the Wiring Inspector, his certificate, in writing, that in his opinion all such wiring and electrical equipment is in a safe operating condition and conforms with each applicable electrical code, if any. Failure to file such a certificate shall be a violation of this code by the owner of such pool.

DIMENSIONAL REQUIREMENTS:

Every outdoor residential swimming pool hereafter constructed shall be set back not less than 10 feet from any side lot or rear lot line of the premises on which it is constructed and set back not less than 20 feet from lot line where lot abuts a street. The set-back distance shall be measured to the nearest point of the pool but exclusive of walkways or other poolside areas.

No existing residential swimming pool shall be enlarged so as to violate any of the foregoing set-back requirements.

421.9 Enclosures for outdoor, inground public and semi-public swimming pools: *Outdoor, inground public semi-public swimming pools shall be provided with an enclosure in accordance with M.G.L. c. 140, § 206.*

421.9.1 Enclosure for public and semi-public outdoor, inground swimming pools: *Every public and semi-public outdoor, inground swimming pool shall be enclosed by a fence six feet in height and firmly secured at ground level provided that any board or stockade fence or structure shall be at least five feet in height, but if over five feet in height, the fence shall be chain link. Such enclosure, including gates therein, shall not be less than six feet above the ground, and any gate shall be self-latching with latches placed four feet above the ground or otherwise made inaccessible from the outside to children up to eight years of age. Such enclosure shall be constructed of such material and maintained so as not to permit any opening in said enclosure, other than a gate, wider than three inches at any point along the enclosure. Any such pool shall be equipped with at least one life ring and rescue hook.*

421.9.1.1 Enclosure for all other public and semi-public swimming pools: *The enclosure shall extend not less than four feet (1219 mm) above the ground. All gates shall be self-closing and self-latching with latches placed at least four feet (1219 mm) above the ground.*

421.9.2 Construction of enclosure for all other public and semi-public swimming pools: *Enclosure fences shall be constructed so as to prohibit the passage of a sphere larger than four inches (102 mm) in diameter through any opening or under the fence. Fences shall be designed to withstand a horizontal concentrated load of 200 pounds (91 kg) applied on a one-square-foot (0.093 m²) area at any point of the fence.*

421.9.3 Alternative devices: *A natural barrier, pool cover or other protective device approved by the governing body shall be an acceptable enclosure as long as the degree of protection afforded by the substituted device or structure is not less than the protection afforded by the enclosure, gate and latch described herein.*

421.10 Enclosures for private swimming pools, spas and hot tubs: *In lieu of any zoning laws or ordinances to the contrary, private swimming pools, spas and hot tubs shall be enclosed in accordance with 780 CMR 421.10.1 through 421.10.4 or by other approved barriers.*

421.10.1 Outdoor private swimming pool: *An outdoor private swimming pool, including an inground, aboveground or on-ground pool, hot tub*

or spa shall be provided with a barrier which shall comply with the following.

1. *The top of the barrier shall be at least 48 inches (1219 mm) 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 barrier shall be two 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 finished ground level, such as an above-ground pool, the barrier shall be at finished ground level, such as the pool structure, or shall be 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 four inches (102 mm).*
2. *Openings in the barrier shall not allow passage of a four-inch (102 mm) diameter sphere.*
3. *Solid barriers 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 1 3/4 inches (44 mm) in width. Decorative cutouts shall not exceed 1 3/4 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 four inches (102 mm). Decorative cutouts shall not exceed 1 3/4 inches (44 mm) in width.*
6. *Maximum mesh size for chain link fences shall be a 1 1/4-inch (32 mm) square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than 1 3/4-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 be not more than 1 3/4 inches (44 mm).*
8. *Access gates shall comply with the requirements of 780 CMR 421.10.1 items 1 through 7, 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 other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than*

421.1 General: Swimming and bathing pools shall conform to the requirements of 780 CMR 421.0 provided that 780 CMR 421.0 shall not be applicable to any such pool less than 24 inches (610 mm) deep or having a surface area less than 250 square feet (23.25 m²), except where such pools are permanently equipped with a water-recirculating system or involve structural materials. For the purposes of 780 CMR, pools are classified as private swimming pools, public swimming pools or *semi-public swimming pools*, as defined in 780 CMR 421.2. Materials and constructions used in swimming pools shall comply with the applicable requirements of 780 CMR.

421.2 Definitions: The following words and terms shall, for the purposes of 780 CMR 421.0 and as used elsewhere in 780 CMR, have the meanings shown herein.

Pools, swimming, hot tubs and spas

Above-ground/on-ground pool: See definition of private swimming pool.

Barrier: A fence, a wall, a building wall or a combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool. (Refer to M.G.L. c. 140, § 206 for required enclosure of public or semi-public, outdoor, inground swimming pools.)

Hot tub: See definition of private swimming pool.

In-ground pool: See definition of private swimming pool.

Private swimming pool: Any structure that contains water over 24 inches (610 mm) in depth and which is used, or intended to be used, for swimming or recreational bathing in connection with an occupancy in Use Group R-3 or R-4 and which is available only to the family and guests of the householder. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

Private swimming pool, indoor: Any private swimming pool that is totally contained within a private structure and surrounded on all four sides by walls of said structure.

Private swimming pool, outdoor: Any private swimming pool that is not an indoor pool.

Public outdoor, inground swimming pool: Any swimming pool which is used, or intended to be used, for swimming or recreational bathing by the general public. Refer to M.G.L. c. 140, § 206 for requirements pertaining to public or semi-public, outdoor, inground swimming pool enclosures, safety equipment, inspection, and penalties for violations.

Public swimming pool, outdoor: Any public swimming pool that is not defined as an outdoor, inground swimming pool.

Semi-public outdoor, inground swimming pool: (as defined by M.G.L. c. 140, § 206) any

swimming or wading pool on the premises of, or used in connection with, a hotel, motel, trailer court, apartment house, country club, youth club, school, camp, or similar establishment where the primary purpose of the establishment is not the operation of the swimming facilities. Semi-public outdoor, inground swimming pool shall also mean a pool constructed and maintained by groups for the purposes of providing bathing facilities for members and quests only. Refer to M.G.L. c. 140, § 206 for requirements pertaining to public or semi-public, outdoor, inground swimming pool enclosures, safety equipment, inspection, and penalties for violations.

Semi-public swimming pool, outdoor: Any semi-public swimming pool that is not defined as a semi-public outdoor, inground swimming pool.
Spa: See definition of private swimming pool.

421.3 Permits and construction documents: A swimming pool or appurtenances thereto shall not be constructed, installed, enlarged or altered until construction documents have been submitted and a permit has been obtained from the code official. The approval of all city, county and state authorities having jurisdiction over swimming pools shall be obtained before applying to the code official for a permit. Certified copies of these approvals shall be filed as part of the supporting data for the permit application.

421.3.1 Construction documents: Construction documents shall accurately show dimensions and construction of the pool and appurtenances and properly established distances to lot lines, buildings, walks and fences, as well as details of the water supply system, drainage and water disposal systems, and all appurtenances pertaining to the swimming pool. Detailed construction documents of structures, vertical elevations and sections through the pool showing depth shall be included.

421.4 Locations: Private swimming pools shall not encroach on any front or side yard required by 780 CMR or by the governing zoning law, unless in accordance with specific rules of the jurisdiction in which the pool is located. A wall of a swimming pool shall not be located less than six feet (1829 mm) from any rear or side property line or ten feet (3048 mm) from any street property line, unless in accordance with specific rules of the jurisdiction in which the pool is located.

421.5 Structural design: The pool structure shall be engineered and designed to withstand the expected forces to which the pool will be subjected.

421.5.1 Wall slopes: To a depth up to two feet nine inches (838 mm) from the top, the wall slope



THE COMMONWEALTH OF MASSACHUSETTS

Department of Industrial Accidents

600 Washington Street, 7th Floor
Boston, Massachusetts 02111

MITT ROMNEY
Governor

HENRY J. SWINIARSKI
Commissioner

KERRY HEALEY
Lieutenant Governor

Building Inspector
Town of Saugus
298 Central Street
Saugus, MA 01906

October 18, 2006

RE: Reminder - Workers' Compensation Affidavits per M.G.L. c. 152, §25C (6)

Dear Sir or Madam,

I am writing to provide you with an annual reminder that Massachusetts law requires that any business or individual wishing to obtain a license or permit from any city or town agency must complete the appropriate Workers' Compensation Insurance Affidavit prior to receiving said license or permit. No municipal authority may issue a license or permit without first receiving a completed affidavit from the permittee/licensee. **This applies to all building trades including, general contractors, carpenters, roofers, electricians, plumbers, etc.**

There are two types of affidavits; one for general businesses and another for builders, electricians, plumbers etc. The permit/license applicant must fill out the appropriate affidavit stating either that they have employees and carry workers' compensation, or that the business owner is a sole proprietor with no employees and is not required to carry a policy. If the business states that they have a workers' compensation policy, they must provide a copy of said policy along with the completed affidavit. **The city or town licensing agency is to keep the affidavit on file, along with the application for the permit/license. Further, if a city or town agency must issue more than one license/permit etc. to the same business, one affidavit for that business or organization will satisfy the statutory requirement.** Please note that a new affidavit must be filed upon the renewal of a yearly license or permit since workers' compensation policies are renewed annually.

From time to time a representative of the Department of Industrial Accidents (DIA) may come to your offices in order to review these affidavits as part of our efforts to enforce the workers' compensation laws. We ask that you please afford our agents every courtesy. If you have questions in this regard, please contact Bill Taupier at 617-727-4900 ext. 560. We thank you for your continued cooperation and support in this endeavor.

Sincerely,

Gregory J. White
Deputy Commissioner and General Counsel

P.S. Copies of these affidavits are available on-line at www.mass.gov/dia/EMPLOYER/Affidavits.htm.



TOWN OF SAUGUS
PUBLIC WORKS DEPT.
TOWN HALL
SAUGUS, MASSACHUSETTS 01906
TEL. 233-7004

ONE TIME ONLY SEWER ADJUSTMENT - FOR POOL USE

Account # _____

ADDRESS: _____

METER READING: _____ METER READING: _____
(BEFORE) (AFTER)

EST. GALLONS TO FILL POOL: _____

DATE: _____

OWNER'S SIGNATURE

WATER C.F. _____

SEWER ADJ. _____