



Building Department

TOWN OF ACTON

472 Main Street

Acton, Massachusetts, 01720

Telephone (978) 929-6633

Fax (978) 264-9630

BUILDING PERMITS FOR RESIDENTIAL POOLS

A Building Permit is required to build or install a pool that contains water over 24 inches deep, or involve structural materials. This includes in-ground, above-ground and on ground swimming pools, hot tubs and spas. The pool must comply with zoning, wetland, and septic system setbacks. It will also be reviewed for flood plain and building code compliance. The following are requirements for a typical pool project, there could be other regulations which are not addressed or are specific to your project which might apply. The more information that is on the plans the easier it will be to help you comply with applicable regulations under our jurisdiction. The Massachusetts State Building Code 9TH edition governs the construction of swimming pools. Applications can be obtained at the Building Department. Please read and complete all applicable sections. Information required for review must include:

- Completed application form, if contractor, they must sign as applicant with homeowner's signature and copy of license. Pool contractors who exclusively install above ground pools are exempt from the Home Improvement Contractor's Registration.
- Homeowners applying for a permit must complete an application and an affidavit exempting them from the home improvement contractor law. 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.
- Plot plan of property indicating proposed location of pool with dimensions relative to plot lines. A mortgage survey plan may be acceptable depending on proposed setback and is reviewed on a case by case basis.
- The building department may have a plot plan of your property on file. You can look in the street file (open to the public) if there is one.
- An electrical permit is required for any electrical work that may be necessary.