

FLORHAM PARK BOROUGH  
DEPARTMENT OF COMMUNITY SERVICES  
111 RIDGEDALE AVENUE  
FLORHAM PARK, NJ 07932  
973-410-5346 (FAX) 973-410-5490

## **POOL/HOT TUB PERMIT APPLICATIONS**

### **Dear Applicant:**

Please note that all permit applications for pools and/or hot tubs require the following:

- Construction permit application folder.
- Subcode technical sections for building, electrical, and plumbing, as applicable.
- Specifications of any mechanical equipment to be installed.
- Zoning permit application.
- Copy of the survey\* reflecting the setbacks to the property lines and the fence location.
- Three copies of the surface grading application with water management reflected on the survey\*.
- Tree removal/planting guide application with survey\*.
- Application for water use.
- Two sets of drawings reflecting all building, electrical, and plumbing. Please include fence details or lockable covers for hot tubs.

Incomplete applications will be returned we DO NOT accept checks prior to the issuance of permits. We do not check status of permit applications. Upon approval of your applications we will send a “balance due” bill.

Thank you for your anticipated co-operation with regard to the permit process. We appreciate your business.

**\*Surveys must not be more than ten years old.**