



Municipality of Mississippi Mills

14 Bridge St, PO Box 400, Almonte ON, K0A 1A0
613-256-2064

Application for a Permit to Construct Pool or Hot Tub Enclosure

This form is authorized by the Chief Building Official under section 6 of the Pool By-law 26-037

For use by Principal Authority

Application/File Number:	Permit number (if different):
Date received:	Roll/Tax Number:

Application submitted to: **THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

A. Project location and information:

Project location civic address number & street name		Unit number	Lot/con.
Municipality	Postal Code	Plan number/other description	
Project value est. \$		Area of work (m ² or ft ²)	

B. Purpose of application

☐ Above Ground Pool ☐ Below Ground Pool ☐ Hybrid Above/Below Ground Pool ☐ Hot Tub

Description of proposed work

C. Applicant is: ☐ Owner or ☐ An authorized agent of owner (Authorized Agent Form Required)

Last name		First name	Corporation or partnership (If applicable)	
Street address				Unit number
Municipality	Postal code	Province	E-mail	
Telephone number		Cell number	Other	

D. Owner (if different from applicant)

Last name		First name	Corporation or partnership (If applicable)	
Street address				Unit number
Municipality	Postal code	Province	E-mail	
Telephone number		Cell		

E. Builder (optional)

Last name		First name	Corporation or partnership (If applicable)	
Street address				Unit/Apt. #
Municipality	Postal code	Province	E-mail	
Telephone number		Cell number	Other	

F. Building permit (where required)		
i) Is there construction of a building or deck proposed with this project?	☐ Yes	☐ No
ii) If yes, a separate building permit may be required, please discuss with the building dept	☐ Yes	☐ No
G. Pool or Hot Tub enclosure information		
Select the type or types of enclosure(s) that apply to the proposed Pool or Hot Tub below:		
☐ Section 9.1 – Enclosure that serves a below ground pool, or where Sections 5.2, 5.3, and 9.2 do not apply: - The enclosure is minimum 1.5m (4ft 11in) in height, with vertical orientation fence/barrier/wall, non-climbable, and with no openings that will allow the passage of a 100mm Ø sphere - Any door, gate, or other access opening, other than a door directly to a dwelling that forms part of the enclosure, shall be self-closing, self latching and lockable, with the self-latching and lockable hardware installed no lower than a height of 1.35m (4ft 5in) height		
☐ Section 9.2 – Enclosure that serves an above ground pool, or portions of a hybrid above/below ground pool that meets this criteria: - The pool sidewall is minimum 1.5m (4ft 11in) in height, above grade, vertical orientation, smooth, with no horizontal projections. - Any ladder providing access to the pool or hot tub shall be removed when not in use. - Any deck/floor/platform adjacent or accessible to the pool has a minimum 1.5m (4ft 11in) perimeter height that is non climbable and with no openings that will allow the passage of a 100mm Ø sphere. (Separate Building permit required, Section 6.3)		
☐ Section 5.3 – Installation of a Hot tub without a safety cover. Enclosure meets the requirements of Section 9.2		
H. Completeness and compliance of application (Yes is the required answer to complete the application)		
i) The application required by section 6 is in the correct form and by the owner or authorized agent, and all applicable fields have been completed with information required by section 6.2	☐ Yes	☐ No
ii) Payment has been made of all fees required under section 6.2.4.	☐ Yes	☐ No
iii) The application is accompanied by plans, specifications, documents, and information as required under section 6.2.1., 6.2.2., and 6.2.3.	☐ Yes	☐ No
iv) The proposed pool, hot tub, enclosure, and/or construction complies with the provisions of By-law 26-037, or any other applicable law or by-law.	☐ Yes	☐ No
I. Declaration of applicant		
I _____ declare that: (print name) 1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. 2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. Date Signature of applicant		