



**TOWN OF LOWELL**  
**POOL PERMIT APPLICATION**  
501 East Main Street ♦ P.O. Box 157  
Lowell, Indiana 46356  
Phone:(219) 696-7794, Ext. 223 ♦ Fax: (219)696-7796

**OWNER DATA**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

**PROJECT DATA**

PROJECT CONTACT PERSON: NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

PROJECT STREET ADDRESS: \_\_\_\_\_, LOWELL, IN 46356

PROPERTY TAX ID #: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_ ZONING: \_\_\_\_\_

LEGAL DESCRIPTION (BY ATTACHMENT IF METES AND BOUNDS):

SUBDIVISION NAME: \_\_\_\_\_ LOT #: \_\_\_\_\_ BOOK & PAGE #: \_\_\_\_\_

**PERMIT TYPE**

TYPE OF POOL:

SIZE OF POOL:

ABOVE GROUND WIDTH: \_\_\_\_\_ FT \_\_\_\_\_ IN LENGTH: \_\_\_\_\_ FT \_\_\_\_\_ IN DEPTH: \_\_\_\_\_ FT \_\_\_\_\_ IN

OR

DIAMETER: \_\_\_\_\_ FT \_\_\_\_\_ IN DEPTH: \_\_\_\_\_ FT \_\_\_\_\_ IN

IN GROUND WIDTH: \_\_\_\_\_ FT \_\_\_\_\_ IN LENGTH: \_\_\_\_\_ FT \_\_\_\_\_ IN

DEPTH: \_\_\_\_\_ FT \_\_\_\_\_ IN

OR  IRREGULAR (ATTACH PLAN WITH DETAILS AND DIMENSIONS)

**PROJECT COST**

\$ \_\_\_\_\_

**CONTRACTORS LICENSE**

	NAME	LICENSE NUMBER	TELEPHONE
GENERAL	_____	_____	_____
ELECTRICAL	_____	_____	_____
PLUMBING	_____	_____	_____
EXCAVATOR	_____	_____	_____
OTHER:	_____	_____	_____

AFFIDAVIT COMPLETED BY OWNER/AGENT

STATE OF INDIANA |  
 COUNTY OF LAKE | SS

The information contained in this building permit application and all attached exhibits are, to the best of my knowledge and belief, true and correct.

The owner, lessee, or contractor hereby agrees to abide by and comply with the conditions of all building and health laws of the State of Indiana and the zoning, building and licensing ordinances of Lake County, Indiana, and furthermore, understands that any variations or violations from the provisions of the above-mentioned laws and ordinances or conditions as stated herein shall constitute a cause for revocation of this permit.

\_\_\_\_\_  
 PRINTED NAME OF OWNER OR OWNER'S AGENT

\_\_\_\_\_  
 SIGNATURE OF OWNER OR OWNER'S AGENT

\_\_\_\_\_  
 AGENT'S RELATIONSHIP TO OWNER

\_\_\_\_\_  
 AGENT'S ADDRESS

OFFICIAL USE ONLY: AUTHORIZATION

DEPARTMENT	REQUIRED	APPROVED	DATE
LICENSE			
SITE PLAN			
PLAN REVIEW			

FEES

POOL \$ \_\_\_\_\_  
 ELECTRICAL \$ \_\_\_\_\_  
 PLUMBING \$ \_\_\_\_\_  
 ZONING \$ \_\_\_\_\_  
 TOTAL \$ \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## TOWN OF LOWELL POOL PERMIT INFORMATION

Permit Application Time-frame: Permits are issued within 10 business days if information is provided in a timely manner.

### Permit Requirements for All Pools:

- ♦ Pool permit package filled out, signed and notarized\*
- ♦ Affidavit filled out by homeowner or contractor, signed and notarized\*
- ♦ Survey showing the dimensions of the pool and where the pool will be located on the property. Pool must be:
  - At least ten feet from the house
  - Comply with zoning setbacks
  - NOT located in an easement
- ♦ Photograph of the type of pool to be installed

### Underground Pools:

- ♦ All of the above *plus* a completed erosion and sediment control package, signed and notarized\*

### Construction Requirements for All Pools:

- ♦ Pool barrier is required:
  - Top of pool sides must be at least four feet above ground all around the pool OR
  - A fence at least four feet high enclosing the yard or pool area is required OR
  - Pool barrier must be installed on the sides of the pool so that the height of the barrier is at least four feet above grade all around the pool.
- ♦ All work must conform to the Lowell Building and Zoning Ordinance, the State Indiana Pool Code and the Indiana Electrical Code. These can be found in the 2020 Indiana Residential Code, Chapter 3, Section R326, and Chapter 42 and the applicable Town of Lowell Ordinances.
- ♦ Unless done by the homeowner, electrical work must be performed by an electrician registered in the Town of Lowell.

Inspection Requirements for all Pools: Inspections must be requested at least 24 hours prior to the desired inspection date. Inspections are conducted on Mondays, Wednesdays and Thursdays. All mechanical and safety equipment must be in place and operational at the time of the final inspection.

- ♦ Minimum inspections needed:
  - Underground electric
  - Final electric (Must be passed before a final pool inspection can be scheduled.)
  - Pool final

### Gas Heater

If a gas heater is to be installed the following inspections are also required for all pool types:

- Underground Gas
- Final Gas
- ♦ Pool mechanicals (filter, etc.) must be in operation AT THE TIME of the final inspections.
- ♦ Pool and electrical work must pass all final inspections prior to the use of the pool.
- ♦ Minimum Inspections needed:
  - Underground electric
  - Pre-Pour Deck
  - Final Plumbing
  - Underground Plumbing
  - Light Bonding
  - Final Electric
  - Pre-Pour Footing
  - Pool Bonding
  - Pool Final

\*Please note all notarizing can be done at the building department desk if the person signing the forms will be present.