

# BOROUGH OF TOTOWA

PASSAIC COUNTY, NEW JERSEY

ALLAN BURGHARDT  
CONSTRUCTION CODE OFFICIAL  
BUILDING SUBCODE OFFICIAL  
ZONING OFFICER



MUNICIPAL COMPLEX  
537 TOTOWA ROAD  
TOTOWA, N.J. 07512  
973-956-7929

April 14, 2005

To: All Installers of In-ground Swimming Pools

From: Allan Burghardt, Construction & Zoning Official

Please be advised: Any permit application submitted for the installation of an in-ground pool MUST contain a Site Plan prepared by a Professional Engineer licensed by the State of New Jersey. Three sets of plans are required at the time of submittal for review.

Attached for your use is a copy of our ordinance and a check list to use in preparing your Site Plan.

Submission Check List for Pool Plot Plans  
Borough of Totowa

1. Scale
2. Graphic Scale
3. North arrow
4. Elevations in USGS or assumed Datum
5. Lot & Block Number
6. Title Box, Signature, Date & Seal of Engineer/Architect
7. Lot Area (Sq.ft & Acres)
8. Metes & Bounds Certified by L.S., including easements
9. Owner Name and Address
10. Applicant Name and Address
11. Existing Structures on the Site
12. Existing Contour Lines at 1' Intervals and onto adjoining lands (10' minimum)
13. Existing Water Courses
14. Existing Storm Utilities (Storm, Sanitary, Water, Gas, Electric, etc.)
15. Existing Woods & Landscaped Areas
16. Existing Pavement, Curbing, Sidewalk, Walks
17. Proposed Structures & Floor Areas, and Pool Equipment
18. Proposed Contour Lines and Spot Elevations (including building corners, lot corners and floor elevations, top and bottom of retaining wall elevations, coping elevations)
19. Proposed Storm Drainage, including pipe types, sizes, slopes, inlets, manholes, swales, direction of surface water flow, inverts, grates and rim elevations, dry wells & necessary details
20. Soil Erosion & Sediment Control Plan and Details