Village of Hilton
59 Henry Street, Hilton, NY 14468
Building Department

Permit Fee
Above Ground $80.00
In Ground $135.00
2.95% service fee for card use

Information sheet for Pools and Hot Tubs

- Any structure, basin, chamber or tank which is intended for swimming, diving, recreational bathing or wading and which contains, is designed to contain, or is capable of containing water more than 24 inches (610 mm) deep at any point. This includes in-ground pools, above-ground and on-ground pools, indoor pools, hot tubs, spas and wading pools.
- Above ground, in-ground pools and hot tubs are permitted in residential, multiple residential and limited commercial districts, subject to the following restrictions:
    - Pool shall be located in rear yard.
    - A side and rear setback of eight (8) feet must be maintained.
    - In multiple residential and limited commercial districts, site plan approval is required.
    - A minimum of 10' from any other structure including sheds.
    - No wires shall be above a pool and the area extending 10' horizontally from the edge of the pool.
    - A 48" barrier is required for all pools; if the entire pool structure is 48" above the ground then no other barrier is required. Hot Tubs require an approved safety cover in place of said barrier.
    - Openings in the barrier shall not allow the passage of a 4" sphere.
    - Access gates shall be equipped with a child proof lock to prevent access to the pool when not in use. Hot Tubs require an approved safety cover in place of said barrier.
    - Any gate shall be self closing and self latching and shall open outward away from the pool. Hot Tubs require an approved safety cover in place of said barrier.
    - An electrical inspection is required for all pools.
    - A timer for the pump is required for all pools.
    - A pool alarm is required for all pools except hot tubs.

- A building permit is required for all pools that are capable of holding more than 24" of water. To obtain a permit the following must be turned into the Village Office:
    - A building permit application, this may be picked up at the office or downloaded from the village website (www.hiltonny.org).
    - A tape location map of the property is required. On this map indicate location where pool will be going.
    - Information on the pool; type, size, who is going to install it and if a barrier will also be installed.
    - Workman's Compensation/Disability insurance forms for any contractor working at the location.
    - Permit fee can be made payable to the Village of Hilton when the paperwork is dropped off. Your permit and any necessary paperwork will be mailed to you when completed.

- A final inspection is required upon completion of the pool or hot tub and will be done by the Village of Hilton Building Department and a Certificate of Compliance will be issued if all is found to be correct. (Please call 392-4144 at least 24 hours in advance to schedule)
- Any questions can be directed to the Village of Hilton Building Department at 392-4144.