



Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234
Phone: (860) 774-7350 / Fax (860) 774-1308 / www.nddh.org

To: Indoor Swimming Pool Owners
From: The Northeast District Department of Health
Date: October 15, 2024
Subject: 2025 Swimming Pool Permit Renewal

Fee: \$175.00

The registration issued to your establishment by the Northeast District Department of Health (NDDH) will expire on December 31st and must be updated on a yearly basis. We are eager to assist you in complying with the State of Connecticut public health regulations.

Please return the following to this office by close of business Monday, December 16, 2024:

- A completed **Swimming Pool Application**. You may access the application forms and can make payment online at www.nddh.org/formspermits/. If you do not have computer access, you may pick up the forms and pay the application fee at our office at 69 South Main Street, Brooklyn, during regular business hours (Monday-Thursday, 8am – 4pm, Fridays, 8am – noon).
- **Completed Emergency Contact Information Form. Please be sure to provide us with a valid e-mail address, as we will be sending permits electronically.**
- The appropriate fee paid online at <https://www.nddh.org/formspermits/pay-online/>, brought to our office, or mailed with your application to 69 South Main Street, Unit 4, Brooklyn, CT 06234. The fee schedule, effective 7/1/24, can be found online at: https://www.nddh.org/wp-content/uploads/2024/06/NDDH_Service_Fees_effective_070124.pdf

Upon receipt of all necessary documentation, a permit will be issued for your establishment which will be valid from January 1st through December 31, 2025.

All necessary documentation and permit fees must be received by close of business on Monday, December 16, 2024, or the establishment will be charged a late fee of \$90. In addition, a penalty fee of \$12 per NDDH business day with a maximum of \$120 shall be assessed for each business day late from January 1 through January 10, 2025, inclusive.

Annual inspections will be conducted throughout the year. A re-inspection fee of \$145 will be charged for a failed inspection.

If you have any questions, please feel free to contact us.

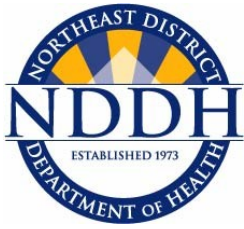
As always, we look forward to working with you.

Sincerely,

The Northeast District Department of Health

Permit Checklist

- Application
- Emergency Form
- Permit Fee Payment



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Brooklyn, CT 06234

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www.nddh.org

email@nddh.org

Sanitarian Approved

Initial: _____

Date: _____

Emailed: _____

SWIMMING POOL APPLICATION

SELECT STYLE: INDOOR OUTDOOR

OWNERS NAME: _____

BUSINESS NAME: _____

PHYSICAL LOCATION: _____

MAILING ADDRESS: _____

BUSINESS PHONE: _____ BILLING EMAIL: _____

CONTACT PERSON: _____ CONTACT PHONE: _____

WATER SUPPLY: WELL _____ MUNICIPAL _____

DIMENSIONS: LENGTH _____ WIDTH _____ DEPTH _____ SLOPED DEPTH RANGE _____

RECIRCULATING INLETS: _____ OUTLETS / MAIN DRAINS: _____

CIRCULATING PUMP: _____ RATING: _____ GPM

FLOW GUAGE: _____ SCALE: _____ TO _____ GPM

HAIR CATCHER: _____ FILTER: _____ MODEL: _____

FILTER TYPE: SAND _____ D.E. _____ CARTRIDGE _____ SIGHT GLASS: YES NO

MAKE UP WATER PLACE OF INTRODUCTION: _____

CHEMICAL FEED: MANUAL _____ AUTO

CHLORINATOR: _____ MODEL# _____ CAPACITY: _____ GPD

TEST EQUIPMENT: _____

FILTER BACKWASH DISPOSAL: _____

COMPLIANCE DOCUMENTS PROVIDED TO NDDH REGARDING VIRGINIA GRAEME BAKER ACT: YES NO

SKETCH OF POOL:

SIGNATURE: _____

DATE: _____

NDDH Use Only

Date: _____ Fee: _____ Check # _____ CC E-Check Cash Receipt # _____

Date: _____ Fee: _____ Check # _____ CC E-Check Cash Receipt # _____



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EMERGENCY CONTACT INFORMATION

Water Interruption • Power Outage • Fire • Flood • Contamination • Natural and Man-made Disasters

There are a number of emergencies that can interrupt your establishment. To protect the public, the Northeast District Department of Health (NDDH) must be able to quickly contact decision-makers for your business/organization to provide appropriate guidance. Check our website for regular updates that impact your establishment at <https://www.nddh.org>.

NDDH will conduct periodic tests of our Emergency Notification Systems. You may receive messages by phone, text, fax, or email. Please complete the information below, being sure to fill all fields accurately:

Today's Date: _____

Business/Org Name: _____

Business Address: _____

City: _____ **State:** _____ **Zip:** _____

Emergency Contact Name and Title: _____

Cell Phone: _____ **Fax Number:** _____

Work Phone: _____ **Home Phone:** _____

Email Address: _____

Alternate Emergency Contact Name and Title: _____

Cell Phone: _____ **Fax Number:** _____

Work Phone: _____ **Home Phone:** _____

Email Address: _____

Is water for your business establishment/organization supplied by:

____ Well

____ Community Water System

Businesses with multiple locations: Please complete a separate form for each location.

NDDH USE ONLY:

Updated - EHS Database: _____ Excel Data Sheet: _____ Initials: _____

REVISED 11/15/21