



ALLEN COUNTY, INDIANA BUILDING DEPARTMENT

200 E. Berry Street/Suite 180 FORT WAYNE, INDIANA 46802-1299 PHONE: (260) 449-7131 FAX :
JOHN E.CAYWOOD, Building Commissioner

Memo

To: Registered Swimming Pool Installers

From: John E. Caywood

cc: ACBD Employees

Date: June 16, 2021

Re: Chapter 4. Section A. Allen County Building Department Rules & Regulations

Effective immediately all Registered Swimming Pool Installers who allow qualified homeowners to pull trade permits under their permits for in-ground and above ground swimming pools will be required to supply the Allen County Building Department with an affidavit. This affidavit must state that the Registered Swimming Pool Installer will be allowing the qualified homeowner to pull an electrical, non-sanitary or gas line permit under their installation permit. It must also state that the Registered Swimming Pool Installer understands that they are responsible for ensuring that all codes set forth by the State of Indiana are followed and all inspections required by the ACBD are completed and passed for each permit issued.

If the ACBD does not receive a signed affidavit of understanding from the Registered Swimming Pool Installer the homeowner will not be issued a trade permit and the Registered Swimming Pool Installer will be required to hire a licensed trade contractor to complete all necessary work such as electrical, non-sanitary and gas line. This prevents the ACBD from being placed in the role of project manager and places this responsibility back on the swimming pool permit applicant.