



Building Department

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Check off list of items needed when submitting a permit to the Building Department for Swimming Pools

Permit Required: A building permit shall be required for any swimming pool that is over twenty-four inches (24") in height or depth, measured from ground level. This includes inground swimming pools, aboveground pools, onground swimming pools and fixed-in-place wading pools. Any pool that meets or exceeds the definition would require a permit.

- _____ One (1) completed building permit application form, including owner's name, location of the site and a daytime phone number. The permit should also include a value of the project.
- _____ One (1) copy of a certificate of survey. Survey must be to scale and indicate the lot dimensions, the location and ground coverage of existing structure(s), and the location of the proposed structure indicating the setbacks from the property lines.
- _____ One (1) copy of plans showing proposed design and materials.

Plans must indicate the following:

- _____ The surface area, depth and the volume in gallons of pool.
- _____ The location, size and type of equipment to be used in connection with the pool, including but not limited to filter unit, pump, fencing and pool itself.
- _____ Fencing and other fixtures on the lot, including utility location and trees.

Once you have received your permit placard, please have it available for the inspector to check off at the inspection. We suggest the card be placed inside the window or attached to the project so it is easily seen and accessible.

1000.5. Swimming Pools.

(a) A building permit shall be required for any swimming pool that is over twenty-four (24) inches in height or depth, measured from ground level. This includes in-ground swimming pools, above-ground pools, and on-ground swimming pools and fixed-in-place wading pools.

(b) An application for the construction of swimming pools shall be on a City application form and accompanied by a fee established by City Council ordinance. The permit application shall include:

- (1) Site plan illustrating:
 - a. Type and size of pool.
 - b. Location of the pool on the lot.
 - c. Location of other buildings and structures on the lot.
 - d. Location of structures on adjoining lots.
 - e. Location of filter and heating units.
 - f. Location of pumps and wiring.
 - g. Location of back flush and drain outlets.
 - h. Location of any overhead or underground utilities or utility easements.
 - i. Fence locations.
- (2) Building Plans.
 - a. Swimming pool design.
 - b. Fencing and gate details.
 - c. Deck or surfacing details.

- (c) Single Family or Two Family Dwelling Pools.
 - (1) Setbacks and Location Standards.
 - a. Pools shall not be located in front of the principal building.
 - b. Pools shall not be located in the required side yard of any zoning district.
 - c. Pools shall not be located closer than ten (10) feet of the rear property line.
 - d. The filter unit, pump heating unit, and any noise making mechanical equipment shall be located not closer than twenty (20) feet to any lot line or ten (10) feet from any lot line if located within an insulated building to buffer noise.
 - e. Pools shall not be located beneath overhead utility lines nor over underground utility lines of any type.
 - f. Pools shall not be located within any private or public utility, walkway, drainage or other easement.
 - g. Pools shall be set back at least six (6) feet from the principal building or frost footing.
 - (2) Lighting for the pool shall be designed with ninety (90) degree cut off and hooded to direct lighting toward the pool and not toward adjacent property.
 - (3) All swimming pools for which a building permit is required shall be provided with safeguards to prevent children from gaining uncontrolled access. This can be accomplished with fencing, or other enclosure, or any combination thereof, of sufficient density as to be impenetrable.
 - a. If fences are employed, they shall be at least five (5) feet in height. The bottoms of the fences shall not be more than four (4) inches from the ground. Fences shall be of a non-corrosive material and shall be constructed as to be not easily climbable (chain link fences must be vinyl coated with slats for screening). All fence openings or points of entry into the pool enclosure shall be equipped with gates or doors. All gates or doors to swimming pools shall be equipped with self-closing and self-latching devices placed at a height not lower than forty-eight (48) inches, so as to be inaccessible to all small children. Prior to filling the pool, the approved fence and/or screen must be completely in place and

inspected and approved by the City Building Inspector.

b. Swimming pool fences shall comply with fence setback standards of Section 1000.6 of this Chapter.

c. Required structure or safety fencing shall be completely installed within three (3) weeks following the installation of the pool, before any water is allowed in the pool, and prior to final inspection.

(4) Water Quality/Drainage.

a. Water in the pool shall be maintained in a suitable manner to avoid health hazard of any type.

b. Back flush or pool drainage water shall be directed onto the property on which the swimming pool is located and ultimately to public storm sewer, if available.

c. Drainage of pools directly into public streets or other public drainage ways shall require written permission of the Zoning Administrator and/or Public Works Director. Draining pool into the sanitary sewer is prohibited.