



RESIDENTIAL SWIMMING POOLS, SPAS & HOT TUBS

Below you will find a summary of code requirements for swimming pool/spa installation based upon the 2012 International Residential and the 2012 International Pool Code.

WHERE CAN MY POOL, SPA OR HOT TUB BE LOCATED?

- The pool, spa or hot tub cannot be located less than ten feet from any overhead utilities, or less than five feet from any underground utilities. Must be 8' from principal structure.
- No pool, spa, hot tub or deck may be placed within any required front yard, corner side or side yard.
- Pools cannot obstruct natural or designed drainage patterns.
- IN-GROUND POOLS. Can be located within 10' of the rear lot line. No portion of a concrete patio, as a part of an in-ground pool, shall be located in any drainage, utility easement or within ten feet (10') of the rear property line.
- ABOVE-GROUND POOLS. Cannot be located within 25' of the rear lot line.
- No pool shall be located in an easement.
- The pool, spa or hot tub, as well as all other structures on the property, cannot exceed more than 35% of the lot area.

FILLING SWIMMING POOL WITH WATER

- **THE POOL MAY NOT BE FILLED IN EXCESS OF ONE THIRD OF ITS CAPACITY WITH WATER UNTIL THE REQUIRED BARRIER IS INSTALLED AND APPROVED. USE OF THE POOL IS NOT ALLOWED UNTIL FINAL APPROVAL.**
- **DO NOT DISCHARGE POOL WATER TO STORM DRAINS OR WETLANDS WHEN EMPTYING POOL. DISCHARGE TO YOUR OWN YARD AWAY FROM ADJACENT PROPERTY.**

BARRIER/FENCING/GUARDING

- Every in-ground pool, or pool less than 48" high from grade to top of the pool, shall be completely enclosed by a barrier four-feet in height above grade. If a fence is the barrier, it shall have suitable gates and self-closing, self-latching devices. Self-latching devices are to be located on the interior side of the gate, 54" in height, and not allow a child to reach over or through the gate or fence for access.
- Fencing shall be non-climbable for a child, (i.e., pickets must be spaced less than two inches apart, and horizontal bracing may not create a ladder or stepping mechanism)
- Fence shall not allow passage of a 4-inch sphere.
- Fencing shall be installed prior to filling the pool with water.
- All doors with direct access to the pool and inside the enclosure area shall be equipped with an alarm.
- Spa/Hot Tubs with locking covers are not required to have fencing. Covers shall be installed at the time of final inspection.

ELECTRICAL

- The electrical wiring shall be installed underground in rigid metal conduit or PVC or IML and must be equipped with a GFCI device.
- Electric pipe must be buried a minimum of 12" below grade.
- All underground utilities must be a minimum of 5' horizontally from any wall of the pool. Overhead utilities shall not be located within 10' horizontally of any pool wall and the waters edge.
- All junction boxes and conduit shall be weather tight and approved for wet locations.
- The electric shall comply with the Swimming Pool Requirements of the NEC 2011 and all other appropriate sections.
- Extension cords are not allowed for the operation of pool equipment.
- A weather proof bubble cover must be used for all outlets.

WHAT INFORMATION DO I NEED TO SUBMIT FOR A PERMIT

- Completed Application.
- Proposal from Contractor; if applicable.
- Three Certified Copies of the Plat of Survey indicating the location of the pool, pool dimensions, height of the required fence, and the type and location of the electrical service line. Indicate side and rear setbacks.
- Three Detailed Drawings for the deck construction, including materials and dimensions, including height of pool from grade to top of pool.
- Three Plans showing the house and the locations of all doors adjacent to the pool.
- Indicate the pool, pool pump, pool heater, deck, fence and all electric on the plans.
- Provide Specification Sheets for all Equipment. Provide Detailed Information on all Electrical Equipment, Grounding and Bonding.
- Provide Detailed Information for any required alarms.
- Copy of the Homeowner's Association Approval Letter.

WHAT HAPPENS NEXT?

We will contact you by phone or e-mail within 5 – 10 business days to inform you when your permit is ready to be picked up. Work cannot be started until the permit is paid for and picked up. The permit must be picked up in person. We accept cash, checks or credit cards.

HOW MUCH WILL MY PERMIT COST?

Permit fees are determined by the cost of construction (2%), or a minimum of \$50.00, which includes plan review fees, and all inspections plus a \$12.00 filing fee.

WHAT INSPECTIONS ARE REQUIRED?

1. Trench (before electrical wire is buried).
2. Bonding (after the in-ground pool steel is in place and before pouring concrete).
3. Post Holes (after post holes for the fence and/or deck are dug, prior to pouring concrete).
4. Framing (after the frame work for the deck is complete; for those pools with decks only).
5. Final (for the deck, fence, spa and/or pool)

Inspections are scheduled by calling the Building Department by 2pm the day before the inspection is needed. Provide permit number and address when calling.

IF THE INSPECTOR NEEDS TO RETURN FOR THE SAME INSPECTION, A \$150.00 RE-INSPECTION FEE IS REQUIRED TO BE PAID BEFORE A RE-INSPECTION CAN BE SCHEDULED.