

## General Guidelines

### TYPE OF POOLS REQUIRING PERMITS

1. Above ground pools (except wading pools having a depth of less than two (2) feet and which are readily movable.)
2. Temporary or permanent air inflatable pools with a sidewall height greater than two (2) feet above grade.
3. In ground pools.
4. Public Pools - All public pools constructed shall be built and maintained in accordance with the rules of the State Board of Health, Chapter HSS 171.
5. Spas (hot tubs).

### GENERAL POOL REGULATIONS

**1. LOCATION - NOTE: Lot coverage restrictions apply. Please contact the Dept. of City Development for information (414)425-0084.**

- A. No person, firm, or corporation shall have a swimming pool or spa located in the front yard or side yard setback unless specifically allowed in the Unified Development Ordinance. **NO ACCESSORY STRUCTURE SHALL BE CONSTRUCTED WITHIN OR EVER ON AN EASEMENT.**
- B. Side and rear yard setbacks shall be a minimum of 10 feet from the property line or as regulated by the local zoning code. Pool filter/pump equipment must be located within the pool setback requirement.
- C. Swimming pools shall not be located closer than four (4) feet to any wall, fence, or other structure (does not apply to spas).
- D. Pools shall not be located in a corner side yard, or any rear yard abutting a street on a corner lot. For a rear yard abutting a street on a corner lot, the setback shall be the required corner side setback of the zoning district, or not any closer to the street than the distance from the street to the principal building to which it is accessory, whichever distance is greater.
- E. **DOUBLE FRONTAGE LOTS** – pools may be located in the rear yard however it must comply with the required front yard setbacks of the zoning district. Pools may not be placed in the rear or exterior corner side yard on lots with three street frontages.
- F. Swimming pools shall be located from well and septic systems in accordance with the Wisconsin State Plumbing Code, Chapter COMM 83.
  - a. 5 feet from septic tank to edge of pool; b. 15 feet from the soil absorption system; c. 8 feet from any well.

### 2. ACCESS

- A. All gates or doors opening through such enclosure shall be kept securely closed at all times while unattended and shall be equipped with a self-closing and self-latching device designed capable of keeping such door or gate securely closed. Latches shall be located at least three (3) feet above the ground, the accessible deck or stairs.
- B. A fence is not required around an above ground pool where the pool wall is at least 3.5 feet above grade for the

full pool perimeter. The finished grade shall be maintained a minimum of four (4) feet beyond the outside perimeter of the pool.

**C.** When not completely fenced, all ladders, steps or other means of access to an above ground pool shall be removed and/or designed to prevent access when the pool is unattended. **Provide safety ladder information with application. Pool pump/filter equipment shall be located at least three (3) feet from the pool perimeter.**

**D.** Spas shall be made inaccessible by a locking safety cover or other approved safety barrier when not in use.

**E.** The spa must be installed to allow access for service and maintenance in accordance with the most restrictive clearance provisions required by the spa manufacturer and State electrical code. Spa shall be located at least 5' horizontally from underground utility service and 25' from any overhead utility line in accordance with the State Electrical Code requirements.

### 3. SPAS SUPPORTED ON DECKS

Spas to be installed on decks shall be submitted with engineering to demonstrate that the load of the spa on the deck does not exceed the bearing capacity of the deck. This shall include either:

1. The weight of a fully filled spa and the area of the bearing surface of the spa that indicates the additional load of the spa does not exceed 40 pounds per square foot for the portion of the deck supporting the spa.

2. Engineering calculations and design for the deck structure necessary to support the load of the spa on the deck.

### 4. SWIMMING POOL DECKS (separate permit)

All decks shall be constructed in accordance with the Uniform Building Code (**see Deck handout**). Decking shall be considered an integral part of the swimming pool and shall comply with the applicable setback dimensions per the Unified Development Ordinance and/or item 1.A. and 1.B. above. Access to the deck shall comply with all the requirements of "2. ACCESS".

### 5. DRAINAGE

In no case shall any swimming pool be drained onto lands of property owners other than the owner of the swimming pool. Drainage from said lot shall be in accordance with the Unified Development Ordinance.

### 6. LIGHTING

Lights shall be erected so as to eliminate direct rays and minimize reflected rays of light onto adjoining properties and roadways. Lighting installation shall be done in accordance with the National Electric Code and State of Wisconsin Electrical Code.

### 7. ELECTRICAL

Separation from overhead and underground electrical wiring shall be in accordance with the State of Wisconsin Electrical Code. Required electrical wiring supplying all pools shall be installed in accordance with Article 680 of the National

Electrical Code. Electrical permits are required. Separate HVAC permits are required for pool heaters.

### APPLICATION FOR PERMIT

The following information is necessary:

1. A plat of survey, (actual scale, not enlarged or reduced), showing all existing structures, proposed swimming pool or spa location, fencing if required, and overhead or underground electrical wiring. Pool should be located 5' from underground wiring. Pools located less than 25' from overhead power lines must follow NEC requirements.
2. Type of pool installation, above ground or in ground.
3. Pool height above highest point of grade if above ground installations.
4. Type and height of fence if proposed. **(Requires a separate permit.)**
5. Type and support of decking, if proposed. **(Requires a separate permit.)**
6. Overall size and locations of the pool in regard to existing buildings and lot lines for property survey reference.
7. Any change in finished grade near pool.
8. One (1) copy of brochure or handout which shows the type, style, etc. of the pool to be installed and safety ladder information.
9. Above Ground Pools Partially Recessed Below Grade provide a copy of the manufacturer's "below ground" installation instructions.

### INSPECTIONS

#### A. Above Ground Pools -

**1. Location** - when excavation is started, but prior to constructing the pool side walls. Locate and clearly identify all corner lot markers and lot lines that are relevant to the location of the pool/spa.

**2. Final** – After electrical has been approved and installation is complete. All safety equipment shall be on site, access to deck or fencing as required by this code shall be installed before filling the pool.

#### B. In ground Pools -

**1. Location** - after excavation is complete, prior to setting pool walls. Locate and clearly identify all corner lot markers that are relevant to the location of the pool.

**2. Final** – After electrical has been approved and installation is complete including required fencing. All safety equipment shall be on site, access to pool or fencing as required by this code shall be installed before filling the pool.

### FEES:

**Plan Review, Above Ground & Inground Pools: \$50.00**  
**Must be submitted with application**

**\$11.75 per \$1,000. value of work, \$60.00 minimum fee**

**All permits subject to Technology Fee:**

**If permit fee is less than \$100, add tech fee of \$4.00**

**If equal or greater than \$100, add tech fee of \$7.00**

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