



2241 221<sup>st</sup> Ave. NE • East Bethel, MN 55011  
Phone: (763) 367-7844 • Fax: (763) 434-9578

### SWIMMING POOL PERMIT APPLICATION

JOB ADDRESS: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Contractor (if being used): \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ MN Bond ID #: \_\_\_\_\_

**Commercial:**  
Yes  No

**Type of Pool:**  
In Ground  Above Ground

**Valuation of Work\* \$** \_\_\_\_\_

\*Based on cost of material and labor as if you were to hire a contractor

Zoning: \_\_\_\_\_ Acres: \_\_\_\_\_ Shoreland Overlay District:  YES  NO

Pool sidewall height (above ground only): \_\_\_\_\_

How tall will the fence be around the swimming pool? \_\_\_\_\_

What type of fencing will be around the swimming pool: \_\_\_\_\_

Separate electrical permit may be required if the pool has a filter or lights. Will you need an electrical permit:  YES  NO

HVAC minor permit may be required if the pool will have a heater that requires a gas line. Will you need an HVAC minor permit:  YES  NO

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, GAS LINES, AND A/C, FIREPLACE, AND FIRE SPRINKLERS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Residential above-ground swimming pool: **\$52.00**  
Residential in-ground swimming pool: **\$102.00**  
Commercial pool: **Fee based off valuation**

SIGNATURE OF CONTRACTOR/AUTHORIZED AGENT \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF OWNER (IF OWNER BUILDER) \_\_\_\_\_ DATE \_\_\_\_\_

BUILDING OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_



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### REQUIREMENTS FOR A SWIMMING POOL PERMIT

1. Permit application, filled in and signed.
2. Swimming Pool information sheet, signed and dated.
3. Two copies of the residential survey or site plan indicating the following: distances from the property lines, buildings on the same property, driveway location, septic system and well locations, lot size and any wetlands, rivers, lakes or easements. Site plan must be approved by the Building Official. If the property lines cannot be determined, a survey will be required.
4. Stake the pool location.
5. Septic system location roped off.
6. SEPTIC SYSTEMS: Septic systems may need to be upgraded before a permit is issued. If you have any questions, please contact the Building Department.
7. Commercial Pools may have additional or different requirements.

### SWIMMING POOL INFORMATION

A building permit is required for swimming pools exceeding a depth of 24 inches and/or exceeding a capacity 5,000 gallons.

Swimming pools are permitted subject to the following conditions:

- A. Swimming Pools shall be permitted only as an accessory use, on the same lot as, and intended for use by the occupants of, an accompanying residential unit or units.
- B. A building permit is required, except where specifically exempted by the current building code. Compliance with the Building Code is required.
- C. The property owner's application for a building permit shall include a site plan containing a drawing to scale showing: the type and size of pool, location of pool, location of house, garage, fencing and other improvements on the lot, location of structures on all adjacent lots, location of filter unit and pump, and indicating the type of such units, location of back-flush and drainage outlets, grading plan, finished elevations and final treatment (decking, landscaping, etc.) around pool, location of existing overhead or underground wiring, utility easements, trees and similar features, and location of any water heating unit.

- D. Provide the following setbacks:
1. 20 feet from an in-ground swimming pool to a water supply well.
  2. 20 feet from a septic system drainfield.
  3. 10 feet from a septic tank.
  4. 10 feet from any principal structure with frost footing, unless the pool is constructed entirely within the dwelling.
  5. 5 feet from structures without basements.
  6. The edge of the pool and its accessories shall be located no closer than 10 feet from any side or rear lot line, and may not extend into the minimum front yard setback. Pools cannot encroach into easements.
  7. A minimum of 10 feet is required between electrical wires and any point of a deck directly under the wires.
  8. Electrical wires shall be a minimum of 22.5 feet above the highest water level of the pool, tub or spa, or above a diving structure, observation stand, etc. to any overhead power lines. This minimum height is extended for a distance of 10 feet horizontally around the pool, spa or tub or above a diving structure, observation stand, etc.
- E. Pools shall not be located over underground utility lines of any type.
- F. Electrical Permit and Electrical Inspection are required for any electrical work.
- G. Pools shall not be located within any private or public utility, walkways, drainage or other easement.
- H. In the case of underground pools, the necessary precautions shall be taken during the construction to:
1. Avoid damage, hazards or inconvenience to adjacent or nearby property.
  2. Assure that proper care shall be taken in stockpiling excavated material to avoid erosion, dust or other infringements upon adjacent property.
  3. Install a temporary 4 foot high fence around the site. The fence shall be secured whenever construction has stopped, until a permanent fence is installed.
  4. All access for construction shall be over the owner's land and due care shall be taken to avoid damage to public streets and adjacent private or public property.
- I. To the extent feasible, back-flush water or water from pool drainage shall be directed onto the owner's property or into approved public drainage ways.
- J. The filter unit, pump, heating unit and any other noisemaking mechanical equipment should be located at least fifty (50) feet from any adjacent or nearby residential structure and not closer than ten (10) feet to any lot line.
- K. Lighting for the pool shall be shielded and directed toward the pool and not toward adjacent property.
- L. A structure or safety fencing of a non-climbable type at least 48 inches in height shall completely enclose the pool or yard area containing the pool.

- M. Gates must be self-closing, latching and lockable. The latching device shall be placed at the top of the gate or otherwise inaccessible to small children. Any other gate in the fence will be presumed to be solely for maintenance purposes and shall remain locked at all times when not used for maintenance purposes. Each such maintenance gate shall be posted that the gate is to remain locked and is for maintenance purposes only.
- N. All fence posts shall be decay or corrosion resistant and shall be set in a concrete base or other suitable protection.
- O. The openings between the bottom of the fence and the ground or other surface shall not be more than four inches.
- P. Above-ground pools shall be equipped with a fence and gate system at all points of entry to the pool and meet the minimum height of 48 inch safety wall or fencing around the entire pool. Stairs must be removed when not in use. Such fence and gate system shall effectively control access to the pool and shall be constructed pursuant to the specifications listed in this section.
- Q. Water in the pool is to be maintained in a suitable manner to avoid health hazards of any type. Such water shall be subject to periodic inspection by the local health officer.
- R. All wiring, heating units, gas lines, grading, and installation of pipes and all other installations and construction shall be subject to permits and inspections.
- S. Except where otherwise noted, the following are specifically exempted from this section: Hot tubs or spas that accommodate no more than ten adults and have a locking cover.

I have read through all of the requirements to obtain a Swimming Pool Permit and agree to abide by all City Ordinances in regards to fencing, setbacks, up-keep, and placement of the swimming pool.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_