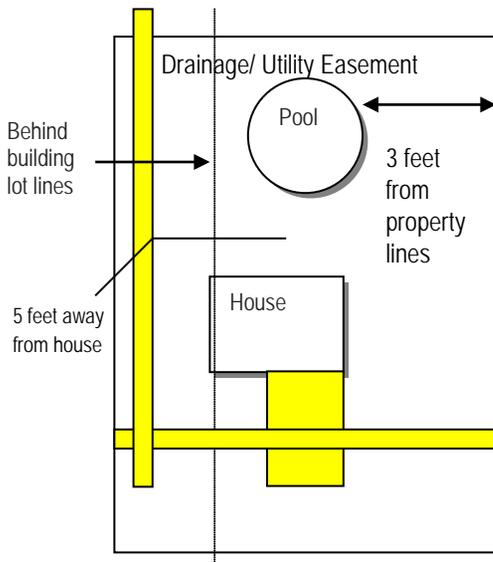


Permit Checklist

- Permit application
- A plat of survey
- Pool specifications
- A letter of approval from home owner association, if applicable
- Name and address of licensed and bonded contractor installing the fence.
- Call J.U.L.I.E. 1-800-892-0123

Your permit will not be processed without all of the above items. Please allow a minimum of ten (10) working days for permit review.



This drawing is for illustrative purposes only

Mission Statement

The Glendale Heights Department of Community Development strives to provide professional assistance in planning, development and construction by adopting and enforcing current codes and standards in a uniform and unbiased manner, in order to establish and maintain a safe, healthy and attractive community for all residents and business owners.

This brochure contains general information and is not to be used for interpretation of actual village codes. The drawings used in this brochure are intended to aid in the understanding of the zoning ordinance. They are for illustrative purposes only and are not intended to be used for interpretation of actual zoning regulations. Please contact the Department of Community Development during regular business hours regarding specific questions.

VILLAGE OF GLENDALE HEIGHTS DEPARTMENT OF COMMUNITY DEVELOPMENT

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Department of Community Development

SWIMMING POOLS & SPAS

We want to install a pool, what do we need to do?

Building permit requirements

Is a permit required for all swimming pools?

Applicable Building Codes

General regulations

Inspections



A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE

Revised: June 2014

We want to install a pool, what do we need?

The first obstacle for most homeowners planning on installing a pool in the back yard is the location of the existing utility lines. Pools are not permitted to be built on top of or under utility services. For this reason you will need to contact J.U.L.I.E. (Joint Utility Location Information for Excavators) at 1-800-892-0123 to locate any underground utilities in your yard prior to applying for a permit.

Secondly, if you reside in a development governed by a homeowner association, you are required to obtain a letter of approval from the association.

Finally, you will need to apply for a building permit.

Building Permit Requirements

Permits are required to be obtained prior to the construction of a swimming pool. To apply for a building permit, please bring the following to the Department of Community Development.

1. Completed building permit application.
2. A plat of survey showing the proposed location of the pool; size and distance to all lot lines and easements.
3. The pool installation booklet (must show that it is UL or other testing service institute approved).
4. If an in-ground pool, complete construction drawings showing plumbing, drainage, and electrical systems.
5. If a deck is to be added or included with the pool, a separate construction drawing and deck permit will be required in addition to the pool permit.

6. A letter of approval from your homeowner's association, if applicable.
7. Name and address of Contractor installing the pool. Contractors are required to be licensed and bonded with the Village of Glendale Heights before any permits are issued.

Is a building permit required for all swimming pools?

All pools 24 inches or more in depth require a permit.

Applicable Building Codes

All swimming pools and spa tubs shall comply with the 2006 International Building Code, the 2006 International Residential Code, the 2008 National Electric Code, the 2014 Illinois Plumbing Code, and the Village of Glendale Heights Zoning Codes and Ordinances.

General Regulations

1. A minimum 4 feet high fence is required if the swimming pool is less than 4 feet above finished grade at any point.
2. Pools shall be located a minimum of 5 feet from the house or accessory structure, 3 feet from all property lines and completely off any utility or drainage easements.
3. Pools shall be a minimum of 10 feet away from any overhead electrical wires and a minimum of 5 feet away from any underground wires.
4. Ground Fault Circuit Interrupters (G.F.C.I.s) are required by the National Electrical Code to guard against electrical accidents.

5. A ground fault receptacle shall be permanently located 5 feet to 10 feet from outside edge of pool. All underground electrical wiring shall be buried at least 18 inches below grade.
6. Pools shall not be drained so as to overflow upon an adjoining lot or otherwise create a nuisance.
7. A backflow prevention device shall be required on the water supply to the pool.
8. Decks serving pools must have a self-closing, self-latching gate.
9. If pool height is at least 4 feet high and no fence is provided, a removable or flip-up ladder is required.
10. Any gas piping shall be installed in accordance with the 2000 International Fuel Gas Code.
11. Call J.U.L.I.E. at 1-800-892-0123 prior to starting the excavation.

Inspections

Above ground pools require

1. A site inspection prior to permit approval (all J.U.L.I.E. marks need to be made prior to the site inspection),
2. One electrical inspection
3. One final inspection upon completion of construction.

A 24 hour advanced notice is required prior to each inspection. The appointments for these inspections can be made by calling the Department of Community Development at 260-6030.

Final Note

Please remember that once installed, your swimming pool is required to be kept maintained and clean at all times.