

Village of South Elgin
Community Development Department

10 N. Water Street
847-741-3894
847-741-3959 FAX

Monday – Friday
8:30 a.m. – 5:00 p.m.
www.southelgin.com

SWIMMING POOL/HOT TUB PERMIT APPLICATION

PROPERTY INFORMATION

Address: _____ **South Elgin, IL 60177**

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

CONTRACTOR INFORMATION (If applicable)

Contractor Type: _____

Business Name: _____ Contact Person: _____

Address: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

OTHER CONTACT INFORMATION (If applicable)

Contact Type: _____

Business Name: _____ Contact Person: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

ADDITIONAL INFORMATION

Estimated Value of Work: _____ Applicant (check): Property Owner Contractor Tenant
 Other: _____

I have read & understand the attached fact sheet. Initial: _____ Date: _____

In consideration of this application and attached forms being made a part thereof and the issuance of permit, I will conform to the regulations set forth in the Village of South Elgin Codes and Ordinances. I also agree that all work performed under said permit will be in accordance with the approved plans, specifications and plat diagram which may accompany this application, except for such changes as may be necessary and authorized or required by the Village of South Elgin. No work shall be conducted until a permit is issued and obtained. I will submit this work to the required inspections, before work is covered up, and prohibit the occupancy of any space until a Certificate of Occupancy or Letter of Completion has been obtained from the Community Development Department. The applicant has furnished the information contained herein.

Applicant Signature: _____ Date: _____

Applicant Name & Title (please print): _____

(OVER – Go to Page 2)

For Office Use Only

Submittal Checklist: Application Complete Submittal Checklist Submittal Worksheet

Permit #: _____ Date Received: _____ Received By: _____ PIN: _____

SWIMMING POOL/HOT TUB PERMIT WORKSHEET

DESCRIPTION

Type of Pool: In Ground Above Ground

Type of Hot Tub: In Ground Above Ground

Dimensions: _____ by _____ Total Square Footage: _____

Does pool have a heater? Yes No Proposed Fence Height: _____

Distance from Side Yard: _____ Distance from Rear Yard: _____

Additional Features: Gas Electric (lighting) Other: _____ None

Additional Comments: _____

SUBMITTAL CHECKLIST

Provide a plat of survey (11" x 17" max.) showing all existing structures (with dimensions) and indicating the location of the proposed structure (with dimensions).

Village of South Elgin
Above Ground Pool & Hot Tub Fact Sheet



MINIMUM REQUIREMENTS:

Zoning:

1. The total footprint area of all structures on a property cannot exceed a maximum lot coverage determined by the zoning ordinance which is based on total lot size and location of the property. *154.016B*
2. No swimming pool, hot tub, Jacuzzi or outdoor spa and any deck attached there to, may be located less than 5 feet from any fence or property line. *154.045D1a*
3. Swimming pools must be located a minimum of ten (10') feet from house or any accessory structure. *154.045C2c*
4. Swimming pools and hot tubs must be located in a rear yard. *154.045B2*
5. No swimming pool or hot tub shall be constructed, occupied or established on any public utility, drainage, or pipeline easement. *154.045A6*
6. Maximum size of swimming pools shall not exceed eight hundred (800') square feet or five (5%) percent of the lot area – **whichever is less.** *154.045D1d*

Building:

1. J.U.L.I.E. (811) must be notified two (2) working days prior to digging.
2. A fence or wall with no opening or decks, except for gates not less than 48" in height must be placed around the swimming pool or lot which the swimming pool is located; or the swimming pool must be constructed with a self-contained fence and retractable ladder; or the manufactured swimming pool, hot tub, Jacuzzi or outdoor spa must have a cover or other type of protective device equal or better degree of protection than other options in the section and approved by the Village building official. *154.045D1c*
3. Gates shall be self-closing & self-latching no less than 48 inches high to make the area inaccessible to small children unless pool/hot tub has approved safety cover. *AG105.2*
4. A door alarm will be required on yard barriers unless pool/hot tub has approved safety cover. *AG105.9.2*
5. Pool or hot tub ladder must be equipped with an approved locking device and be locked in an up position when not in use. *AG105.10*
6. A convenience receptacle is required to be supplied by a G.F.C.I. circuit between 6-20 feet from the inside wall of pool or hot tub. *E4203.1.2*
7. All metal parts on pool or hot tub lighting equipment and circulating pump must be bonded [**GROUND**ED] with a number eight (#8) solid copper conductor in hard conduit 6-18" below soil. *E4204.2*
8. Overhead electrical conductors and metal clotheslines must be more than ten (10') feet from the inside wall of pool or hot tub. *E4203.6*
9. Underground electrical conductors cannot be less than five (5') feet from the inside wall of pool or hot tub. *E4203.7*
10. Pool or hot tub circulating pump can be either **hard wired** or a **three (3) wire twist lock** receptacle supplied by a G.F.C.I. circuit located not less than six (6') feet from water edge, and G.F.C.I. connection. Copper conductors only, no longer than 3 feet, sized as per N.E.C., but not smaller than number twelve (#12). *E4202.2*
11. The installer is responsible for following manufacturer's specifications.

Requirements listed are general requirements only; additional code requirements may apply to your project.

Covenants are regulated by your Homeowners Association; covenants are not enforced by the Village.

PERMIT FEE:

1. \$90 for above ground pools or hot tubs, which includes the required inspections. Payable when permit is issued.
2. \$75 fee, if a reinspection becomes necessary.

INSPECTION REQUIREMENTS:

1. A final inspection is required when the work is complete. At the inspection, provide manufacturer's specifications and/or brochures included with the swimming pool or hot tub. Pool must pass final inspection before use.

Failure to schedule an inspection will result in penalties.

SUBMITTAL REQUIREMENTS:

1. Completed, sign & date the permit application.
2. Provide a plat of survey (11" x 17" max.) showing all existing structures (with dimensions) and indicating the location of the proposed structure (with dimensions).

Permit applications **will not** be processed without complete information. The Community Development Department does not require submittal of social security numbers. Black out social security numbers on any documents prior to submittal.

Village of South Elgin
In Ground Pool & Hot Tub Permit Fact Sheet



MINIMUM REQUIREMENTS:

Zoning:

1. The total footprint area of all structures on a property cannot exceed a maximum lot coverage determined by the zoning ordinance which is based on total lot size and location of the property. *154.016B*
2. No swimming pool, hot tub, Jacuzzi or outdoor spa and any deck attached there to, may be located less than 5 feet from any fence or property line. *154.045D1a*
3. Swimming pools must be located a minimum of ten (10') feet from house or any accessory structure. *154.045C2c*
4. Swimming pools and hot tubs must be located in a rear yard. *154.045B2*
5. No swimming pool or hot tub shall be constructed, occupied or established on any public utility, drainage, or pipeline easement. *154.045A6*
6. Maximum size of swimming pools shall not exceed eight hundred (800') square feet or five (5%) percent of the lot area – **whichever is less.** *154.045D1d*

Building:

1. J.U.L.I.E. (811) must be notified two (2) working days prior to digging.
2. A fence or wall with no opening or decks, except for gates not less than 48" in height must be place around the swimming pool or lot which the swimming pool is located; or the swimming pool must be constructed with a self-contained fence and retractable ladder; or the manufactured swimming pool, hot tub, Jacuzzi or outdoor spa must have a cover or other type of protective device equal or better degree of protection than other options in the section and approved by the Village building official. *154.045D1c*
3. Gates shall be self-closing & self-latching no less than 48 inches high to make area inaccessible to small children unless pool/hot tub has approved safety cover. *AG105.2*
4. A door alarm is required on yard barriers unless pool/hot tub has approved safety cover. *AG105.9.2*
5. Pool or hot tub ladder must be equipped with an approved locking device and be locked in an up position when not in use. *AG105.10*
6. A convenience receptacle is required to be supplied by a G.F.C.I. circuit between 6-20 feet from the inside wall of pool or hot tub. *E4203.1.2*
7. All metal parts on pool or hot tub lighting equipment and circulating pump must be bonded [**GROUND**ED] with a number eight (#8) solid copper conductor in hard conduit 6-18" below soil. *E4204.2*
8. Overhead electrical conductors and metal clotheslines must be more than ten (10') feet from the inside wall of pool or hot tub. *E4203.6*
9. Underground electrical conductors cannot be less than five feet from the inside wall of pool or hot tub. *E4203.7*
10. Pool or hot tub circulating pump can be either **hard wired** or a **three (3) wire twist lock** receptacle supplied by a G.F.C.I. circuit located not less than six (6') feet from water edge, and G.F.C.I. connection. Copper conductors only, no longer than 3 feet, sized as per N.E.C., but not smaller than number twelve (#12). *E4202.2*
11. The installer is responsible for following manufacturer's specifications.

Requirements listed are general requirements only; additional code requirements may apply to your project.

Covenants are regulated by your Homeowners Association; covenants are not enforced by the Village.

PERMIT FEE:

1. \$120 for in ground pools or hot tubs, which includes the required inspections. Payable when permit is issued.
2. \$75 fee, if a reinspection becomes necessary.

INSPECTION REQUIREMENTS:

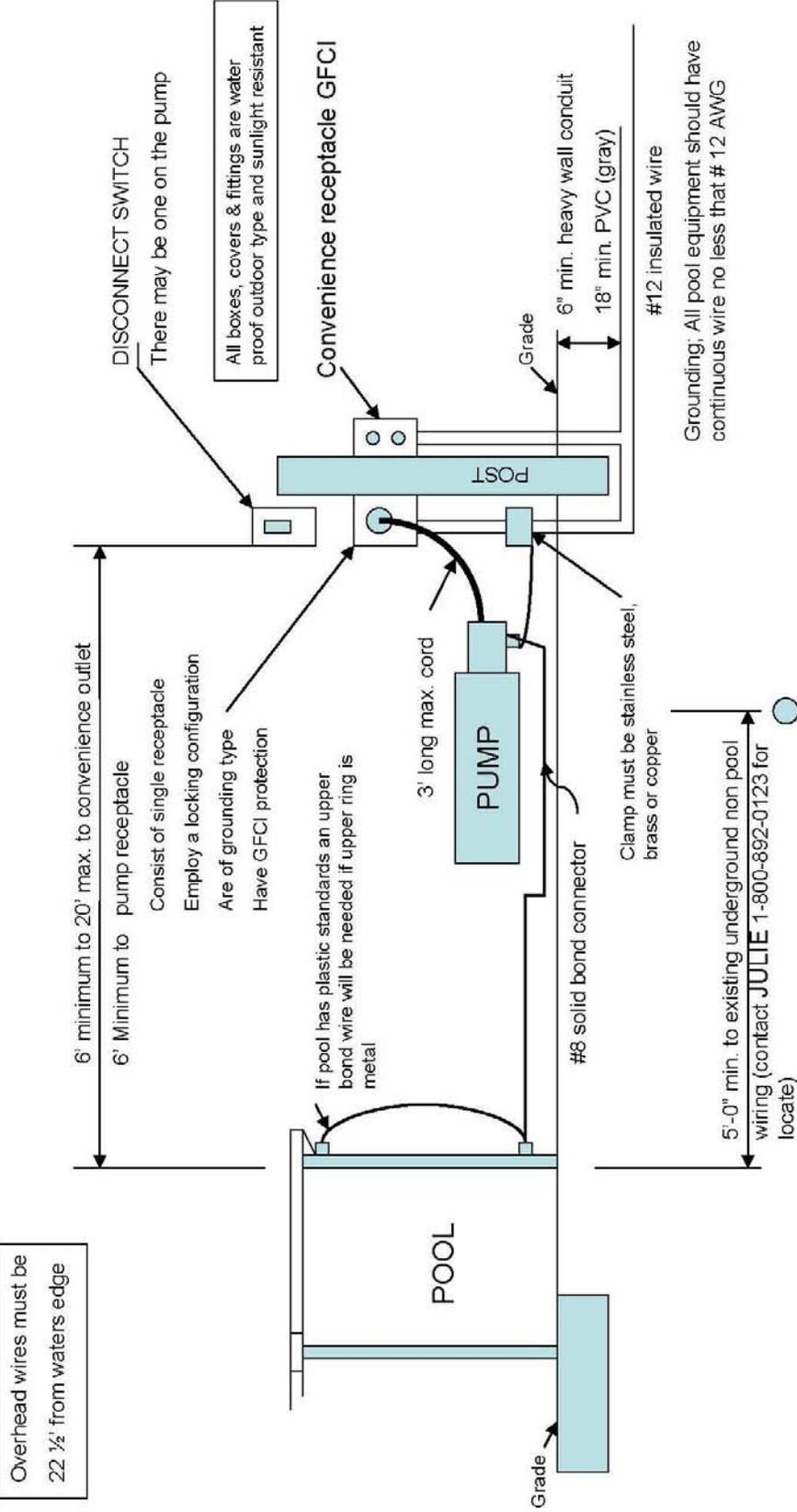
1. A grounding & pre-pour inspection is required. At the inspection, provide manufacturer's specifications and/or brochures that were included with the swimming pool or hot tub.
2. A final inspection is required when the work is complete. Pool must pass final inspection before use. Failure to schedule an inspection will result in penalties.

SUBMITTAL REQUIREMENTS:

1. Complete, sign & date the permit application.
2. Provide a plat of survey (11" x 17" max.) showing all existing **structures**, including fence height, gate swings and proposed & existing electrical and location of the proposed pool or hot tub.

Permit applications **will not** be processed without complete information. The Community Development Department does not require submittal of social security numbers. Black out social security numbers on any documents prior to submittal.

ABOVE GROUND POOL ELECTRIC GUIDE



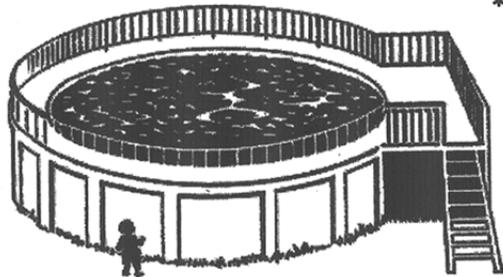
CODE REQUIREMENTS:

National Electric Code 2008 (Article 680)

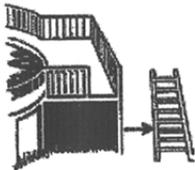
International Residential Code 2009

International Electric Code 2009

Pool FENCE'S / BARRIERS



* 48" Wall as part of barrier



* Ladders and stairs on above ground pools
Capable of being secured, locked or removed

* Gates self closing self latching accommodate locking device

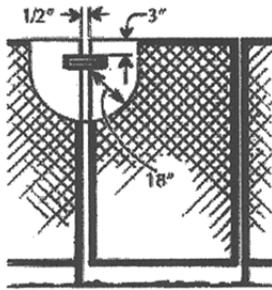
48" MIN.



* Open outward

If latch less than 54 inches release mechanism on poolside of gate minimum of 3 inches below top. No opening greater than 1/2 inch within 18 inches of release mechanism.

Surrounded by a barrier complying with code



OR A YARD BARRIER WITH A DOOR ALARM

Powered safety cover or

Doors alarmed

DOOR ALARMS

- If the house forms one side of the barrier, then doors leading from the house to the pool should be protected with alarms that produce an audible sound when a door is unexpectedly opened.
- Install an alarm that can be temporarily turned off by an adult for a single opening of the door by using a keypad or switch that is out of a child's reach.
- Battery and electrically powered alarms are available. The keypad switch can be used by adults who wish to pass through the door without setting off the alarm. It should be placed high on all doors leading from the house to the pool. Affordable and easily installed alarms are available. An alarm signal immediately tells a parent that a door has been opened.



Self closing self latching doors