

Village of



Germantown

**Community Development Department
Inspection Services**
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Residential Building Permit Informational Packet

Swimming Pools

Village of Germantown

Swimming Pools

Building Permit Application Requirements

1. Building Permit Application Form

- All building permit applications must be filled out completely to ensure prompt service. All forms are available on the Village of Germantown Website.
- The application must include the name, address, and license number of all contractors.
- If you are the property owner and reside at the project address, performing the work yourself, you may write "Owner" on the contractor line.

2. Site Plan Documentation

- A survey plat is the preferred document for the required site plan.
- If you do not have a survey, you may visit the inspection service counter inside the Village Hall to check the property file for an existing survey.
- If a survey is not available, a scaled site plan or a screenshot from a GIS site is acceptable. (Property lines on GIS might not be completely accurate).
- Property information and maps can also be accessed online via the Village of Germantown website; navigate to the **Business & Development** tab at the top of the page, then select **Maps & GIS**.
- On the site plan, please mark the proposed pool location, its specific dimensions, including height if an above ground pool. Distance from lot lines and distance from structures. Also mark any required fencing on the site plan. See attached village ordinance for private swimming pools and fencing requirements.

3. Utility Clearances

- Pools must maintain clearance from overhead power lines. A minimum **22.5-foot vertical clearance** for power lines above the maximum water level and a **10-foot horizontal clearance** from the pool edge.

4. Inspection

- Before using the pool, you must pass a rough electrical inspection (covering the bonding ring and underground wire trenches) and a final inspection of the pool, fencing, and electrical systems. The homeowner or contractor is responsible for verifying property markers and lot lines, which must remain clearly visible for the final inspection.

5. Permit Application Submittal

- All forms, plans and documents can be emailed to germantowninspections@safebuilt.com
- Plans and documents can be dropped off at the inspection service counter inside Village Hall between 8am – 3:30pm
- Applications will not be reviewed until all required information is received by the village.
- Permit applications will be reviewed and processed in the order received.

6. Permit Approval and Payment

- **Notification:** You will be notified via phone or email once your permit has been reviewed and approved.
- **Pick-up and Payment:** Permits may be collected and paid for at the Inspection Services counter located inside Village Hall.
- **Accepted Payment Methods:** We accept cash, checks, and debit or credit cards. Please note that a 3.75% service fee applies to all card transactions.

14.09 - PRIVATE SWIMMING POOLS. (Am. Ord. #08-13)

No person shall construct, install or enlarge a residential swimming pool not enclosed in a permanent building in the Village except in accordance with the following regulations.

(1) DEFINITIONS.

- (a) "Swimming pool" means any depression in the ground, either temporary or permanent, or a container of water, either temporary or permanent and either above or below the ground, in which water more than 18 inches deep is contained and which is used primarily for the purpose of bathing or swimming. "Swimming pool" includes a temporary pool unless otherwise specifically excluded within this section.
- (b) "Temporary pool" means any swimming pool that has a surface area of less than 314.159 square feet (20-foot diameter) which is installed for any length of time less than 6 months and which is installed after April 1 and removed by September 30 in the same year.

(2) PERMIT.

- (a) *Required.* No person shall construct, install, enlarge or alter any private swimming pool unless a permit therefor has first been obtained from the Building Inspector. A temporary pool shall be exempt from this permit requirement.
- (b) *Application.* Application shall be on forms provided by the Building Inspector and shall be accompanied by plans drawn to scale showing the following:
 - 1. Location of swimming pool on lot, distance from lot lines and distance from structure.
 - 2. Location of septic tank, filter bed and sewer lines.
 - 3. Swimming pool dimensions and volume of water in gallons.
 - 4. Location of fence, and type, size and gate location.
 - 5. Existing overhead wiring relative to proposed swimming pool.

(3) CONSTRUCTION REQUIREMENTS.

- (a) No swimming pool shall be located, erected, constructed or maintained closer to any side or rear lot line than allowed by Chapter 17 for permitted accessory building uses, and the waterline of any swimming pool shall not be less than 5 feet from any lot line or building.

- (b) No connection shall be made to the sanitary sewer or septic system.
 - (c) Gaseous chlorination systems shall not be used for disinfecting swimming pool waters.
 - (d) No swimming pool shall be less than 5 feet from the septic tank and no less than 15 feet from any septic system drainfield or less than 8 feet from any well. (Am. Ord. #49-89; Am. Ord. #7-00)
- (4) FENCES. (Rep. & Recr. Ord. #49-89)
- (a) All non-temporary swimming pools not enclosed within a permanent building shall be completely enclosed by a fence of sufficient strength to prevent access to the swimming pool, not less than 4 feet in height and so constructed as not to have voids, holes or openings larger than 4 inches in one dimension. The wall of the house or building facing a swimming pool may be incorporated as a portion of such fence. No fence shall be located, erected, constructed or maintained closer than 3 feet to a swimming pool. Gates or doors shall be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times when not in actual use.
 - (b) Aboveground swimming pools with platforms and railings that are 4 feet or more in height above ground and temporary pools are not required to be enclosed as provided in paragraph (a) above; however, all ladders and stairways providing access to such swimming pools shall be removed from the swimming pool or shall be adequately fenced and fitted with gates or folded up and locked to prevent entry when the swimming pool is not in use. (Am. Ord. #7-00)
- (5) ELECTRICAL REQUIREMENTS.
- (a) *To Comply with Electrical Codes.* All electrical installations shall require separate permits and shall be governed by the Village or State Electrical Code.
 - (b) *Pool Lights.* If overhead flood or other artificial lights are used to illuminate the swimming pool at night, such lights shall be shielded to direct light only on the swimming pool.
- (6) USE OF SWIMMING POOL. No swimming pool shall be so operated as to create a nuisance, a hazard or an eyesore or otherwise to result in a substantial adverse effect on neighboring properties.