

SWIMMING POOL **or HOT TUB**



*This handout is for informational purposes only.
The provisions of the City's adopted codes prevail.*

DOCUMENT SUBMITTAL CHECK LIST

Permits are required for a swimming pool or hot tub. Please ensure the following items are provided to the Community Development Department:

- ☐ [Application for Permit.](#)
- ☐ A plat of survey or site plan showing all existing structures, the proposed location and size of the pool, and the dimensions from the pool/hot tub to all lot lines, existing structures, and easements. If applicable, include a deck and/or pool barrier (fence) plan.
- ☐ The pool installation booklet. (Must show it is UL or other testing service approved.)
- ☐ For in-ground pools, complete construction drawings showing plumbing, drainage, and electrical systems.
- ☐ If the original grade of the swimming pool area is altered in any way, a detailed grading plan may be required as well.

Failure to provide any of the above documents may result in processing delays.

GENERAL INFORMATION AND FEES

- Homeowner Association (HOA) approval may be required before commencing work. The issuance of a permit does not exempt HOA rules and regulations.
- It is the homeowner/contractor's responsibility to contact J.U.L.I.E. (811) to locate underground utilities in your yard prior to excavation.
- The application review period averages from 5 to 7 business days. The applicant will be contacted when the permit is issued and ready for payment. A list of required inspections will be provided to you when you pay for and pick up the permit.
- Inspections must be scheduled at least one day prior to the desired inspection date by calling the Community Development Department at (815) 895-4434.
- The application review period usually averages 5-7 business days.
- If work commences prior to permit issuance, the building permit fee shall be doubled.
- A permit may become invalid if work does not begin within 180 days of issuance.

- Fees:
Swimming Pool/Hot Tub (In & Above ground greater than 42"): \$150.00
Swimming Pool (Storable 24" to 42"): \$100.00
- The fees listed in this document are for general guidance and not necessarily comprehensive. Required utility upgrades, changes made to the approved permit, or items not mentioned will be assessed accordingly.
- Alterations to the approved plans must be resubmitted to the Community Development Department in writing for review and approval prior to construction.
- Pools and/or Hot tubs must pass a final inspection prior to any use of the pool.

CODE REQUIREMENTS

For above-ground pools where the **height is 48" or more** from finished grade to the top edge of the pool structure at all points surrounding the pool, either a removable ladder or a retractable ladder that can be locked in the up position is required to prevent unauthorized access to the swimming pool.

For above-ground and in-ground pools where the height **is less than 48"** from finished grade to the top edge of the pool structure at all points surrounding the pool, a minimum 48" high code compliant barrier (fence) or wall with no openings, except for gates, is required around the pool or the lot on which the pool is located.

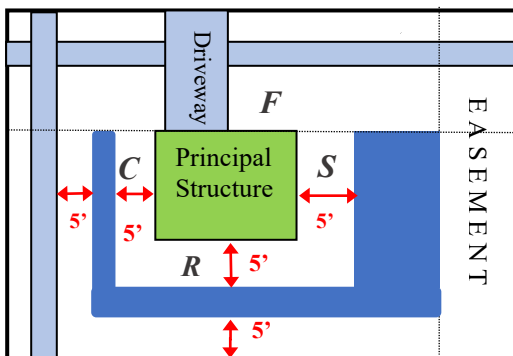
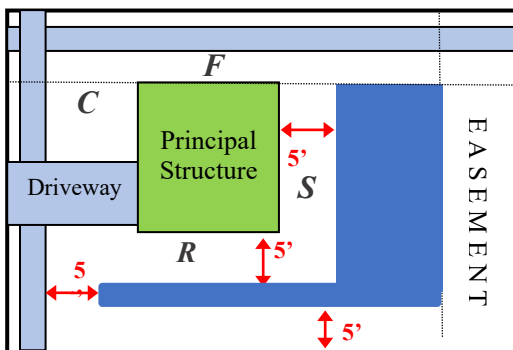
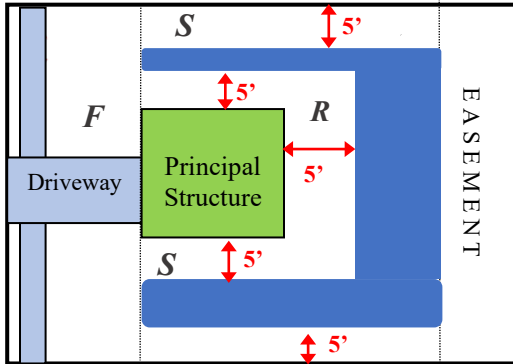
****Planting material will not be accepted as a substitute for a barrier or wall.**


1. Pools are permitted in corner, side, and rear yards only.
2. Pools must be located a minimum of 5' from any principal structure, 5' from any accessory structure (garage, tool shed, etc.), and 5' from any lot line.
3. The pool shall be a minimum of 10' from any overhead electrical wires and a minimum of 5' from any underground wires.
4. The area of all swimming pools and hot tubs combined shall not exceed 15% of the lot area.
5. All access gates must be self-closing, self-latching, and lockable with an operating mechanism that is a minimum of 54" above grade.
6. All pool equipment shall be GFCI protected.
7. GFCI protected receptacles for pool equipment shall be permanently located 6'-10' from edge of pool water. All underground electrical wiring shall be buried in accordance with NEC Table 300.5.
8. Any gas piping shall be installed in accordance with the 2021 International Fuel Gas Code and shall be a minimum of 12" below grade.
9. Any door with direct access to the swimming pool area must be equipped with an alarm which produces an audible warning when the door is opened.
10. Pools shall not be drained so as to overflow upon an adjoining lot or otherwise create a nuisance.
11. Equipotential bonding shall be installed in accordance with 2023 NEC 680.26.

CITY OF SYCAMORE'S ADOPTED CODES

- 2021 International Swimming Pool and Spa Code
- 2021 International Residential Code
- 2023 National Electric Code
- 2021 International Mechanical Code
- 2021 International Fuel Gas Code
- 2021 International Energy Conservation Code
- City of Sycamore Municipal and Unified Development Codes

DRAWINGS ARE FOR ILLUSTRATIVE PURPOSES ONLY.



	=	Denotes legal portion of yard area where a pool or spa tub may be located.
BSL		Building Setback Line
F		Front Yard
C		Corner Side Yard
S		Side Yard
R		Rear Yard

EQUIPOTENTIAL BONDING

