



SWIMMING POOL PERMIT APPLICATION PACKET

Please read the attached material. **Page #2 of the permit application to be CHECKED, SIGNED and RETURNED with the required documents for permit.** The following documents from this packet must be returned for a swimming pool permit application:

- * Bond for damages to City Property
- * Application for Swimming Pool Permit (2 pages)
- * A boundary survey and pool location map completed by an Illinois Licensed Land Surveyor is required for installation of a swimming pool.
- * Erosion control plan
- * Application for Fence Permit (or existing fence noted)

Failure to submit all of the above documents will result in applications being rejected.

If during plan review, additional information is requested or the required information is incomplete, the review time is suspended until the requested information is submitted and logged in at the Department of Public Works.

All property corners/lines and easements must be staked and visible in the field with the pool and fence locations marked at the time an on-site meeting is conducted.

NO WORK NOTICE

With the exception of Erosion Control and marking of property lines, pool and fence locations, easements and utilities

ABSOLUTELY

- **No work may begin until the bond has been posted**
- **No work may begin until a Permit is issued and has been paid.**
- **No removal of vegetation.**
- **No grading work.**
- **No stock piling or bringing in dirt.**
- **No digging or excavation.**

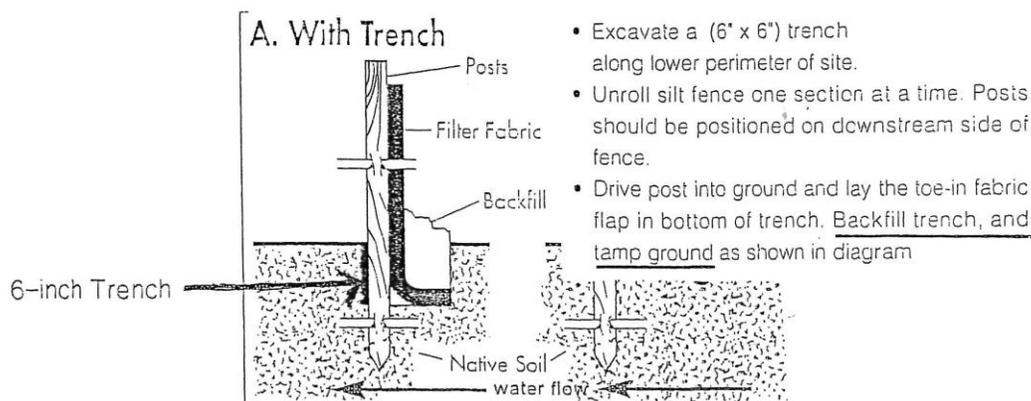
Pre Permit Site Inspection & Required Erosion Control

Following permit application submittal, the applicant must meet on site and at the same time with the Zoning Representative and Electrical Inspector to go over Pre-Permit Erosion Control installation requirements, discuss easements, storm water drainage, site grading, rock driveways, retaining walls, and other pool related issues.

Erosion Control (Typically silt fence along property lines and easement lines) must be in place with an approved inspection before any excavating can take place.

All Erosion Control must be maintained at all times until sod is installed and/or vegetation has grown back (not just seed and straw). Violations will result in immediate Stop Work Order and possible citation.

Proper Silt Fence Installation





PERMIT NO. _____

SWIMMING POOL PERMIT APPLICATION DEPARTMENT OF PUBLIC WORKS

Date _____ Email _____

Permit Holder/Contractor installing Pool _____ Phone _____

Company Business Name _____

Address _____ City _____ State _____ Zip _____

Bond/Letter of Credit by _____

Address _____ City _____ State _____ Zip _____

Note: A boundary survey and pool location map completed by an Illinois licensed land surveyor is required for installation of a swimming pool. All property corners/lines and easements must be staked and visible in the field at the time an on-site meeting is conducted.

Property Owner _____ Current Address _____ City _____

Project Address _____ Phone _____

Subdivision _____ Lot No. _____

Property Identification No. _____ Size of Pool _____ Cost of Pool _____

I am responsible for compliance with my subdivision covenants and restrictions for swimming pool restrictions and installation. Any inaccurate information contained on this permit application may invalidate the permit. All property corners/lines and easements must be staked by an Illinois licensed land surveyor and visible in the field at the time an on-site meeting is conducted prior to approval of this permit.

Signature of Property Owner

Printed Name of Property Owner

Type of Swimming Pool: In Ground <input type="checkbox"/> Above Ground <input type="checkbox"/>	Deck Type: Full <input type="checkbox"/> Partial <input type="checkbox"/>	Safety Measures: Ladders <input type="checkbox"/> Other _____
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Distance of pool installation from:

House _____

Side Property Line _____

Rear Property Line _____

*Street Side Property Line _____

Accessory Buildings _____

Fence _____

Overhead Utilities _____

Underground Utilities _____

Pool Cover (if applicable) _____

Check all items that will be part of the pool installation:

Hot Tub

Water Feature/Falls

Specialized Equipment
(list type of equipment) _____

Enclosures:

Fence (required)

Cover

Door safety Alarm

Other _____

* Applies to Corner Lots

Call (618) 692-7535 for required inspections. Approved Swimming Pool Permit and Drawings are required on site for Electrical Inspection. Swimming Pool is required to be enclosed by a fence having a minimum height of 4 feet to a maximum height of 6 feet. All gates within the fence are required to swing outward away from the pool, be self-closing and capable of being locked. Any doors that open into the fence enclosed pool area require a code compliant alarm. The issuance of a pool permit by the City of Edwardsville addresses and approves the placement as shown by the applicant in relationship to the setbacks, property lines and easements. This permit does not approve or imply approval of including but not limited to: the pool elevation, site drainage or compliance with subdivision covenants and restrictions.

Approval: Separate Comment Sheet Attached Yes No

Zoning Administrator _____ Approval Disapproval Date _____

Fire Dept. (required for reduced setback) _____ Approval Disapproval Date _____

Comments: _____

Approved Swimming Pool Permit & Drawings are required on site for all Electrical Inspections

A boundary survey and pool location map completed by an Illinois licensed land surveyor is required for installation of a swimming pool, and shall reflect all of the following:

A) Location and dimensions of:

- 1) All property lines (Corner Lot shall be identified)
- 2) Buildings (Principal & Accessory)
- 3) Driveways
- 4) All off-street parking spaces
- 5) Location of filter, pump, and pool heater

B) Location of:

- 1) Fence (existing or proposed) including distance to property lines and pool
- 2) Pool (if applicable) and distance to all buildings and fence
- 3) Hot tub (if applicable)
- 4) Water features/falls (if applicable)
- 5) North directional arrow
- 6) Streets (bordering property)
- 7) Easements
- 8) Incoming electrical supply to property
Indicate type of electric supply underground overhead
- 9) Utilities, Public & Private (gas, water, sewer, etc.)
- 10) Septic tanks/tile fields (if applicable)
- 11) Water wells (if applicable)
- 12) Drainage – show the direction of flow of storm water at the sides and the rear lot lines.
NOTE: Filling in established drainage ways, easement, or blocking the flow of storm water along the lot lines is a violation of the City Storm water Ordinance.
- 13) Erosion Control Measures – Show all erosion control measures to be utilized during construction
- 14) Sign & date plan.

C) Provide a sketch of overhead lines within 30 feet of pool area and underground wiring for non-pool equipment within six (6) feet of the pool. Furnish distances to pool and type of line (i.e. 240V, Telephone, Cable, etc.)

D) Any additional information may reasonably be required by a Zoning Administrator and applicable sections of the Zoning ordinance.

Contractor's/Builder's signature

Date



PERMIT NO. _____

FENCE PERMIT APPLICATION
DEPARTMENT OF PUBLIC WORKS

Applications must include a site plan providing the distance from the fence to the side & rear property lines

Date _____ Email _____

Permit Holder/Contractor installing Fence _____ Phone _____

Company Business Name _____

Address _____ City _____ State _____ Zip _____

Property Owner _____ Current Address _____ City _____

Project Address _____ Phone _____

Subdivision _____ Block No. _____ Lot No. _____

Property Identification No. _____

Height of Fence Front Yard _____ Height of Fence Side & Rear Yards _____ Cost of Fence _____

Distance from:	Enclosure:
Side Property Line _____	Yard only <input type="checkbox"/>
Rear Property Line _____	Yard & Pool <input type="checkbox"/>
*Street Side Property Line _____	Pool only <input type="checkbox"/>
Pool (if applicable) _____	Other _____
* Applies to Corner Lots	

Surface: (Exposed points are not permitted on metal fencing materials)

25% open surface Material type: _____

Solid Surface* Material type: _____

Other _____ Material type: _____

* permitted in side and rear yard only (see attached diagram for yard definition)

I am responsible for compliance with my subdivision covenants and restrictions for fence restrictions and installation. Any inaccurate information contained on this permit application may invalidate the permit. The City of Edwardsville may also require me to obtain a survey of my property prior to approval of this permit.

Signature of Property Owner

Printed Name of Property Owner

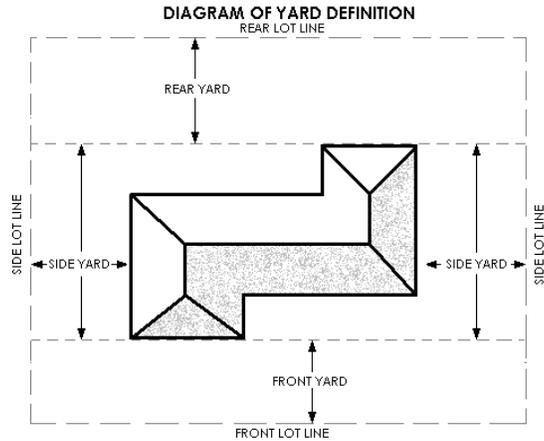
Approval:

NOTE: Exposed points are not permitted on metal fencing materials. Fence placement shall be in compliance with Sec. 1248.02.2. No permanent fence or retaining wall shall be constructed or erected within any public street or alley right of way. All fences shall be installed in a manner which maintains the integrity of overland drainage ways or drainage easement in or over which a fence is placed. For a fence enclosing a swimming pool, fence must have a minimum height of 4 feet to a maximum height of 6 feet. All gates within the fence are required to swing outward away from the pool, be self-closing and capable of being locked. Any doors that open into the fence enclosed pool area require a code compliant alarm. A fence permit approved and issued by the City of Edwardsville does not constitute compliance with subdivision covenants and restrictions. It shall be the responsibility of the property owner or applicant to verify placement on private property and compliance with applicable subdivision covenants and restrictions.

Zoning Administrator _____ Approval Disapproval Date _____

Comments: Call (618) 692-7535 to request an inspection when the fence installation is complete. _____

**Fence Permit Application
City of Edwardsville Page #2**



All property corners must be staked and visible in the field and the location of the proposed new fence marked at the time the site visit is completed. Failure to do so can result in delay of fence permit processing and approval. The City of Edwardsville may also require me to obtain a survey of my property prior to approval of this permit.

SITE PLAN attached shall be drawn in a scale large enough for clarity to reflect all of the following:

- A) Location and dimensions of:
 - 1) All property lines (Corner Lot shall be identified)
 - 2) Buildings (Principal & Accessory)
 - 3) Driveways
 - 4) All off-street parking spaces

- B) Location of:
 - 1) Fence, including distance to property line
 - 2) Pool and/or Hot Tub (if applicable) and distance to fence
 - 3) North Directional Arrow
 - 4) Label streets (bordering property)
 - 5) Easements
 - 6) Power supply to property
 - Indicate type of electric supply underground overhead
 - 7) Utilities (gas, water, sewer, etc.)
 - 8) Septic tanks/tile fields (if applicable)
 - 9) Water wells (if applicable)

- C) Any additional information may reasonably be required by a Zoning Administrator and applicable sections of the zoning ordinance.