

Village of New Lenox
Community Development
1 Veterans Parkway
New Lenox, IL 60451
815.462.6490
815.462.6469(fax)
www.newlenox.net

the Village of New Lenox

"Home of Proud Americans"



SWIMMING POOL/HOT TUB PERMIT

Submit one photocopy of the legal PLAT OF SURVEY for the property. This must be signed and sealed by an Illinois Land Surveyor.

ADDRESS _____ (of proposed pool/hot tub/spa)

APPLICANT _____

PROPERTY OWNER _____

ADDRESS _____

ADDRESS _____

CITY _____ **ST** _____ **ZIP** _____

CITY _____ **ST** _____ **ZIP** _____

PHONE (_____) _____

PHONE (_____) _____

E-MAIL ADDRESS _____

E-MAIL ADDRESS _____

INGROUND POOL

ABOVE GROUND POOL

HOT TUB/SPA (PLEASE CIRCLE ONE)

Dimensions of Pool _____

Estimated Cost of Work _____

POOL INSTALLER _____

ELECTRICAL CONTRACTOR _____

ADDRESS _____

ADDRESS _____

CITY _____ **ST** _____ **ZIP** _____

CITY _____ **ST** _____ **ZIP** _____

CONTRACTOR REGISTRATION # _____

CONTRACTOR REGISTRATION # _____

PLUMBING CONTRACTOR _____

EXCAVATOR _____

ADDRESS _____

ADDRESS _____

CITY _____ **ST** _____ **ZIP** _____

CITY _____ **ST** _____ **ZIP** _____

CONTRACTOR REGISTRATION # _____

CONTRACTOR REGISTRATION # _____

INDICATE TYPE OF FENCING:

_____ Existing Yard Fence Height of Fence _____

_____ Proposed Yard Fence* Height of Fence _____

*Note: separate fence permit application required

_____ Fence attached to pool Height of Fence _____

VILLAGE OF NEW LENOX
1 VETERANS PARKWAY, NEW LENOX, IL 60451

PERMIT # _____

SWIMMING POOL DEPOSIT

DEPOSITOR'S NAME: _____

ADDRESS OF POOL
INSTALLATION: _____

MAILING ADDRESS _____
(FOR REFUND)

(City)

(State)

(Zip)

TELEPHONE: _____

EXPIRATION DATE: _____

TYPE OF INSTALLATION

INGROUND POOL _____

ABOVE GROUND POOL / ATTACHED FENCE _____

ABOVE GROUND POOL / FENCED YARD _____

I have deposited with the Village of New Lenox, the sum of \$100.00

CASH

CASHIER CHECK

BANK MONEY ORDER

NOTIFY THE COMMUNITY DEVELOPMENT DEPARTMENT WHEN POOL IS COMPLETED TO SCHEDULE AN INSPECTION.

I understand that this deposit will be returned to me on the next available disbursement after approval of the project.

SIGNATURE

Date: _____

VILLAGE OF NEW LENOX

Date: _____

DATE RELEASED: _____

(COPIES OF FORMS & CHECK)

FINANCE _____

CONTRACTOR _____

BLDG FILE _____

BOND BOOK _____

SWIMMING POOL/SPAS/HOT TUB SUBMITTAL REQUIREMENTS

THE FOLLOWING MUST BE INCLUDED WITH EVERY APPLICATION FOR A POOL, SPA OR HOT TUB

1. Completed permit application form.
2. A plat of survey – the following items must be indicated on the survey:
 - a.) The principal structure
 - b.) Existing accessory structures
 - c.) Location of proposed pool drawn to scale
 - d.) Dimensions of proposed pool
 - e.) Dimensions from proposed pool to the house, rear yard and side yard
 - f.) Location of pool equipment/pumps and filters
 - g.) Location of underground or overhead electric lines
 - h.) Location and height of existing fence (if applicable)
 - i.) Location of proposed fence (if applicable)
 - j.) Location of proposed or existing receptacles. All receptacles require GFI protection with IN - USE covers.
 - k.) Method of grounding
 - l.) Material and burial depth of electrical conductors (6" metal conduit/18" non-metal)
 - m.) Material and burial depth of gas line (if applicable)
 - n.) Copper tracer wire
3. Complete installation details, including electrical and plumbing (for inground pools)
4. Construction details for pool deck, stairs, guardrails (if applicable)

Definitions:

Swimming Pool:	A receptacle for water or an artificial pool of water having a wall height or water depth in excess of 24 inches.
Portable Pool:	Portable or inflatable pools not equipped with a pump or filter may be installed on private property between Memorial Day and Labor Day.
Private Swimming Pool:	Any swimming pool located on private residential property, the use of which is intended solely for the owner and guests.
Public Swimming Pool:	An artificial basin of water which has been modified, improved, constructed or installed for the purpose of public swimming and includes pools for Community use, pools at apartments having four (4) or more living units, clubs, camps, schools, institutions, parks and recreation areas, motels, hotels, and other Commercial establishments.

Permits Required

It shall be unlawful to proceed with the construction, installation, enlargement of any swimming pool and its appurtenances within the Village unless having first obtained a building permit. Failure to obtain a building permit prior to installation of a swimming pool could result in the doubling of permit fees, as well as \$25.00 citations per day until compliance of code has been achieved.

Location

Above ground pools shall be located at least ten feet (10') from any side or rear property lines and at least five feet (5') from the principal building.

In-ground swimming pools shall be located at least ten feet (10') from any side or rear property lines and at least ten feet (10') from the principal building.

No swimming pool shall be located in the front yard of any lot including both street frontages on corner lots.

Pumps, filters, and pool disinfecting equipment shall be located at a distance not less than five feet (5') from any side or rear property line and not less than ten feet (10') from the principal building.

Pools shall not be located below or within ten feet (10') from any overhead electrical lines.

Pools shall not be located on any easements, as shown on the plat of survey.

Pools must be located at least 60 inches vertical and horizontal from any glazing that is not tempered.

No overhead wires within 10 feet (measured horizontally) of pool.

No underground wires within 5 feet (measured horizontally) of pool.

It is the responsibility of the homeowner to verify the lot lines. The Village of New Lenox does not verify lot lines.

Pools are not permitted within any easement.

Fence and/or Barrier

All outdoor swimming pools shall be completely enclosed by a fence or the yard in which the pool is located shall be completely enclosed by a fence with a minimum height from the established grade of five (5) feet. Fences shall be constructed so as to prohibit the passage of a sphere larger than four (4) inches in diameter through any opening or under the fence. **Fencing is required once the pool is installed.** Spas/hot tubs require a self-locking cover.

A separate fence permit application will be required if installing a fence. The fence permit must accompany the pool permit. Note: A separate fence permit is not required if the fence is to be attached to the top of the pool.

Temporary Fencing

Temporary fencing will only be allowed when **the Chief Building Inspector has granted authorization prior to the installation of pool or fence.** Temporary fencing will be allowed for a period **not to exceed 30 days from the date of permit issuance.** **Fencing must achieve five feet from grade to top of pool at all times, including temporary fencing.** **Inspection for permanent fencing will be conducted 30 days from permit approval.** **Failure to comply will result in \$25.00 per day citation until compliance is met.**

Gates

All fence openings or points of entry into the pool area shall be equipped with self-closing gates.

All gates shall be self-latching with the latches placed at least four (4) feet above the ground. Above ground pools that have a manually activated entrance ladder that can be locked in the upright position shall be acceptable as long as the degree of protection is not less than the protection afforded by the enclosure, gate and latch described herein.

Electrical Requirements:

Swimming pools shall not be located below or within 10' from any overhead electrical lines or within 5' horizontally from the inside wall of the pool. Wiring for the pool pumps and motors shall be installed within rigid metal conduit (RMC), intermediate metal conduit (IMC), non-metallic raceway (RNC) or direct burial cable. The minimum burial depth for pool wiring in RMC and IMC is 6". The minimum burial depth for RNC & direct burial cable is 18". All metal conduit shall be corrosion resistant and suitable for the location. A minimum 20 amp GFCI protected designated circuit is required for receptacles providing power for pumps and motors and shall be located at least 10' from the inside of the pool wall. The pool receptacle is permitted to be not less than 5' from the inside of the pool wall when the following conditions are met:

1. Consist of a single receptacle
2. Employ a locking configuration
3. Are of the grounding type
4. Has GFCI protection

Installation of listed in-use type GFCI exterior receptacle covers are required in conformance with the NEC. All exterior receptacles within 20' of the inside of the pool wall shall be GFCI protected. All electrical installations in conjunction with swimming pools shall be in conformance with the National Electric Code.

Extension cords are not permitted.

Heaters

An accessible on-off switch is required on pool heaters.

Heated pools and spas require a vapor retardant cover.

Gas shut off required at unit.

Swimming Pool Deposit

For all above-ground and in-ground swimming pools, hot tubs/spas a **\$100.00 cash** deposit is required at the time of permit issuance or application. **Deposit of \$100.00 must be made in the form of cash, cashiers check or bank money order.** Upon completion and approval of all work as indicated on the plans, the deposit will be returned at time of next available disbursements.

Miscellaneous

Contact JULIE 800-892-0123 for utility locates prior to any digging.

All contractors working of the project must be registered with the Village prior to approval of the project.

Inspection Requirments

Above Ground Pools/Spas/Hot Tubs require a final inspection once the project is complete.

Inground pools require an underground plumbing inspection, a rough building for electrical and bonding and a final building for electrical and fencing.

Inspections may be scheduled by contacting the Community Development Department at (815) 462-6490. Please allow 24 hour notice for all inspections.

Fees

The fee for an above ground pool/hot tub/spa is \$30.

The fee for an above ground pool can vary based on the estimated value of the pool.

Exceptions to Provision:

The provisions of this section shall not apply to swimming pools that have a wall height of 24 inches or less.

It shall be unlawful to construct, install or enlarge any swimming pool within the Village except in compliance with the provisions of this section.