



## BUILDING DEPARTMENT

113 Main Street • Oswego, IL 60543 • (630) 554-2310 • Fax: (630) 554-7545  
Website: <http://www.oswegoil.org>

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# GENERAL INSTRUCTIONS FOR A SWIMMING POOL PERMIT

## Need To Submit

1. Completed accessory structure permit application.
2. Completed pool permit checklist.
3. Completed swimming pool requirement worksheet.
4. Plot plan or survey showing the distance from the pool to the primary structure and all distances from the pool to adjacent lot lines. Also, the location, type and size of the existing or proposed fence shall be shown on the plot plan or survey.
5. Provide any and all information in regards to the pool, the pool pump, the pool heater, and any other devices associated with the install and use of the pool and equipment.

**Definition.** A swimming pool is any structure intended for swimming or recreational bathing that can contain 24 inches or more of water. This includes, but not limited to, in-ground, aboveground and on-ground swimming pools, hot tubs, and spas.

**\*Location.** Swimming pools shall be located a minimum of 10 feet from the primary structure, measured from the wall of the swimming pool. Swimming pools shall not be permitted in front or side yards. Swimming pools shall not be located on or in any easement. Swimming pools shall be located a minimum of 5 feet from any property line. Swimming pools shall not be located under any overhead utility wires. Swimming pools shall not be located over or within 5 feet of any underground utility wires.

**\*Electric.** All electric to the swimming pool shall be protected by ground fault circuit interrupters, which shall be GFCI outlets or GFCI circuit breakers. All electric shall be in approved conduit. All underground electric shall be inspected before burial. Receptacles, not serving swimming pool equipment, shall be located a minimum of 10 feet from the swimming pool wall. All receptacles shall have a weatherproof enclosure whether or not the receptacle is being used. All swimming pool equipment shall be properly grounded. Underground wiring shall be a minimum of 5 feet from the swimming pool walls. For in-ground swimming pool all metal parts on or in the ground shall be properly bonded and grounded.

**\*Barrier.** Swimming pools with the top of the wall less than 48 inches above the surrounding grade shall be enclosed with an approved barrier at least 48 inches in height. Aboveground swimming pools, which have walls or a wall mounted barrier system that meet the height requirement, shall have steps or a ladder capable of being secured, locked or removed to prevent access.

\*The instructions and guidelines listed above are only a general outline for swimming pool requirements. A more detailed list of requirements is available from the Village of Oswego's Building Department.



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**SWIMMING POOL REQUIREMENT WORKSHEET**

1. Indicate the type of swimming pool to be installed: **Above-ground** or **In-ground**
  
2. What will serve as the required barrier? **Pool Walls** or **Fence** or **Other**
  - 2a. If fence, is the fence existing? **YES** or **NO**
  - 2b. If other, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. What will be the height of the barrier? \_\_\_\_\_ inches (measurement shall be from grade to the lowest point at the top of the barrier on the side that faces away from the pool)
  
4. Will the house serve as part of the required barrier? **YES** or **NO**
  
5. Will a new electric circuit need to be installed to provide power to the swimming pool?  
**YES** or **NO**
  
6. What type of GFCI protection will be provided to the swimming pool and its equipment?  
**Outlet** or **Circuit Breaker**
  
7. What will serve as the ground for the electrical equipment? **New** or **Existing** ground rod
  
8. Will a heater be installed? **YES** or **NO**
  
9. Will a drain be installed at the bottom of the pool? **YES** or **NO**
  
10. Will a deck be installed to serve the swimming pool? **YES** or **NO**
  
11. Will a diving board be installed? **YES** or **NO**



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**DATE:** \_\_\_\_\_

**SWIMMING POOL PERMIT CHECKLIST FOR** \_\_\_\_\_ :  
(Address)

**\*\* All Items listed must be completed and all documentation must be submitted at the time of permit application. Application submittals not complete WILL NOT be accepted for processing.**

- Name, Address, Phone Number complete on Permit Application**
- Permit Application signed and dated**
- Project Cost – Including labor (if applicable)**
- Contractor information (if applicable)**
- Plat of Survey**
- Location of Pool on Plat of Survey with all dimensions/distances to lot lines and house**
- Location of all utilities on Plat of Survey**
- Location of all easements on Plat of Survey**
- Type of pool – in-ground, above ground, etc.**
- Size of pool**
- Location of all existing and proposed electric**
- Information on required barrier compliance ( Fence around yard, railing on top of pool, wall of pool minimum 48 inches above the surrounding grade, etc.)**
- Pool plans with application (if in-ground)**
- Manufacturer specifications on pool pumps and filters**
- Swimming pool requirement work sheet filled out with application**
- Manufacturer specifications on pool heater (if applicable)**
- Location of pool heater (if applicable)**
- Homeowner has contacted their Homeowner’s Association before starting work;**

\*\*\*\* The Village Of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner’s Association.



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Building Permit Application for Accessory Structures

Permit No. \_\_\_\_\_

CUSTOMER DATA

Name of Owner: \_\_\_\_\_
Property Address: \_\_\_\_\_
Daytime Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_
Subdivision: \_\_\_\_\_

CONTRACTOR DATA

Name of Contractor: \_\_\_\_\_
Address of Contractor: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
Daytime Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

PROPOSED PROJECT DATA

TOTAL OVERALL COST: \$ \_\_\_\_\_

DESCRIPTION OF WORK:

Existing Structure:

\_\_\_\_\_ (5) Remodel / \_\_\_\_\_ (10) Demolition / \_\_\_\_\_ (9) Re-roof
\_\_\_\_\_ (11) Radon Mitigation / \_\_\_\_\_ (4) Garage/attached \_\_\_\_\_ (3) Garage/detached
\_\_\_\_\_ Plumbing work - describe \_\_\_\_\_
\_\_\_\_\_ Electrical work - describe \_\_\_\_\_

Accessory:

\_\_\_\_\_ (3) Fence \_\_\_ wood \_\_\_ chain link \_\_\_ other - \_\_\_\_\_
\_\_\_\_\_ new \_\_\_ replacement / height \_\_\_ 3' \_\_\_ 4' \_\_\_ 5' \_\_\_ 6'
\_\_\_\_\_ (3) Patio size \_\_\_ X \_\_\_ / \_\_\_ concrete \_\_\_ paver bricks
\_\_\_\_\_ (3) Deck / \_\_\_\_\_ (3) Pergola / \_\_\_\_\_ (3) Driveway \_\_\_ asphalt \_\_\_ concrete
\_\_\_\_\_ (3) Shed size \_\_\_ X \_\_\_ / \_\_\_ pre-built \_\_\_ built on site
\_\_\_\_\_ (3) Swimming Pool \_\_\_ above ground \_\_\_ in ground
\_\_\_\_\_ (11) Lawn Sprinkler / \_\_\_\_\_ (11) Landscaping describe \_\_\_\_\_
\_\_\_\_\_ (11) Other describe \_\_\_\_\_

CERTIFICATION

The applicant agrees to conform to all applicable laws of this jurisdiction. I also agree that all work performed under this permit will be in accordance with the plans and specifications which accompany this application., except for such changes as may be required by the inspection officials.

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

Signed: \_\_\_\_\_
Applicant's Signature

DATE

PERMIT APPROVED BY:

Building Inspector \_\_\_\_\_ Date \_\_\_\_\_