



# Pool/Hot Tub Guideline

(Disclaimer: This guide may not be all inclusive, additional regulations may apply)

## What to Submit

- \*Completed application – Permit is required for all pools that hold 24” or deeper of water
- \*Provide a copy of the manufactures’ instruction manual
- \*Provide three (3) copies of a site plan showing the proposed exact location of the new unit and setbacks from any structures and property lines
- \*Plat of survey indicating proposed location of the pool w/ distances from property lines dimensions
- \*A grading plan for the pool is needed if excavation or filling or any change of grade is required
- \*The manufacture’s specifications for the pool and filter, if the pool is above ground
- \*The set of architectural plans if the pool is in-ground
- \*Provide a detail on the barrier (fence and self-closures & self-latching gates
- \*Confirm clarify in writing that this proposed structure is NOT in a floodplain, easement or floodway

## Water Supply Requirements

- \*The water supply for the pool must be taken from a sill cock and connected to a house water service and must include a vacuum breaker or back flow prevention device
- \*The swimming pool shall not collect or hold stagnant or improperly treated water
- \*The pool may not be drained on any other property
- \*The pool must be drained to the curb or gutter located along an adjacent street during warm weather

## Applicable Codes

- \* City of Prospect Heights Municipal Ordinance (<http://www.prospect-heights.il.us/>)
- \*International Residential Code ([www.iccsafe.org](http://www.iccsafe.org))
- \*National Electric Code ([www.nfpa.org](http://www.nfpa.org))
- \*Illinois State Plumbing Code ([www.idph.state.il.us](http://www.idph.state.il.us))
- \*International Energy Code/Illinois Energy Conservation Code ([www.iccsafe.org](http://www.iccsafe.org))

## Energy Requirements

- \*Pools that are heated require timed switches, on/off switches and covers

## Building Requirements

- \*All pools shall have a 48” minimum barrier (fence)
- \*Fence shall have openings no greater than 4”
- \*Fence shall have self-closing and self-latching gates
- \*Where the pool has direct access from the home, the door shall have an alarm on the access house doors to the pool

## Electrical Requirements

- \*The pool shall not be located vertically from any electric service line
- \*A single twist lock GFCI receptacle is permitted between 5 and 10 feet of the inside edge of the pool, ground fault protected, for the pump
- \*All other GFCI outlets must be ground fault protected and at least 10 feet from the inside edge of the pool
- \*For all pools at a dwelling unit, a GFCI receptacle is required between 10 and 20 feet from the inside edge of the pool, ground fault protected
- \*No lighting fixture shall be installed over a pool or within 5 horizontal feet of the inside walls of a pool unless it is located at least 12 feet above the maximum water level
- \*REFER TO THE DETAILED GROUNDING AND BONDING REQUIREMENTS IN THE NEC AND IRC

## Zoning Requirements

- All pools must be 50% visible from inside your home
- \*No shrub, bush, tree, structure, equipment or other impediment to vision, except the fence and gate, shall be placed as to impair the visibility of the entire area of the pool surface from the side of the pool nearest the dwelling on the premises. In case of round or irregular shaped pools this “side” shall be considered a projection of the face nearest the dwelling.
- \*Pools must be 10 feet from any building, which includes the house, shed, garage, balcony, porch, deck or any accessory structure.
- \*10 feet is measured from the eave or edge of the structure to the water edge
- \*The pool may not be installed over an easement
- \*Must be 10 feet away from any and all overhead power lines
- \*Must be 5 feet away, measured horizontally, from any underground power lines
- \*The distance is always measured horizontally from the water’s edge of the pool
- \*Must be at least 5 feet from a side property line and at least 5 feet from a rear property line

## Inspections

\*Inspections are scheduled for A.M. or P.M. Monday through Friday with 24 hours advance notice. Call 847-398-6070 x 211 before 5:00 P.M. the day before you want your inspection. Same day re-inspections are not available.

\*Final inspection required

**Department of Building & Zoning**

**8 North Elmhurst Road,  
Prospect Heights Illinois,  
60070-6070**

**Office:** 847/398-6070 x 211

**Fax:** 847/590-1854

<http://www.prospect-heights.il.us/>

I have read and reviewed these requirements.

Signature of Applicant

Date