

Community Development Department

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Swimming Pool Permit Information

The Village of Palos Park Community Development Department has created this document to inform the general public about the effect of codes and regulations on their projects. These documents are not intended to be complete statements of all laws & rules and should not be used as substitutes. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult Village of Palos Park Community Development Department staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.

Permit Submittals

In order to obtain a permit for a new swimming pool (in-ground or above-ground) or hot tub, permit applicants must submit the documents listed below. Please also consult the following page regarding general comments. Note that incomplete submittals may not be accepted or result in permit approval delays:

- Building Permit Application**
 - a. Additional/separate permits may be required based on the proposed scope of work, including (but not necessarily limited to) an Electrical Permit, a Temporary Driveway Permit, or Permits for Accessory Buildings (if applicable)
- Plat of Survey**
 - a. Show all existing structures on the lot (home, decks, patios, sheds, etc.)
 - b. Show pathway of underground electric, provide type of pipe, depth and wiring being used (this may be provided on a separate site plan).
- Detailed Grading Plan**
 - a. Showing lot lines, easements, the proposed pool area plan, and elevations/grading, with dimensions all drawn to a scale of not less than one-eighth of an inch to one foot.
 - b. Plan must be prepared by an Illinois licensed civil engineer.
- Detailed Pool Construction/Structural Plans**
 - a. Pool construction, electrical, mechanical, and plumbing system, if applicable. These plans should include all code required and other proposed work, including layouts, locations and notes.
- Plans must be prepared by an Illinois registered architect or structural engineer for the proposed pool and accompanying structures.**
- Pool Equipment Information**
 - a. Manufacturer specifications for all equipment (pump, filter, heater, etc.)
- Pool Barrier/Fencing Information**
 - a. Provide information including style of fence, height, location, and gate.
- Construction Conduct and Tree Conservation Plan**
 - a. Construction Conduct Plan
 - b. Tree survey and Tree Plan
 - c. Construction Conduct Acknowledgement Form and Sign posted on property (prior to commencing construction)
 - d. Notice Letters (to be mailed prior to commencing construction)
- Approval letter from Homeowner's Association/Developer** - if applicable
- Fees** – certain fees may be required with submittal, others due prior to issuance
- Cost Recovery Form**
- Contractor Registration** - all contractors must be registered before permit is issued

The Village has adopted the following codes:

- 2012 International Energy Conservation Code
- 2012 International Building Code
- 2012 International Residential Code
- 2011 National Electrical Code
- 2012 International Mechanical Code
- Illinois Plumbing Code
- 2006 NFPA#1 Uniform Fire Code
- 2006 NFPA #101 Life Safety Code with Amendment Chapter 24, Section 24.3.5.1
- Village of Palos Park Code of Ordinances
 - Note: Chapter 1482 (Pools), 1460 (Construction Conduct and Tree Conservation on Construction Sites), and Chapter 1466 (Grading and Drainage)**
- Most recent version of the *Illinois Urban Manual*

General Swimming Pool Construction Comments

- Residential swimming pool shall be constructed of an impervious material which will provide a tight, smooth, leak-proof tank.
- The walls and floor of such a pool shall be white or of a light-colored finish, with easily cleaned surfaces.
- 5,000 gallons or more shall be equipped with a water recirculation and filtration system.
- Filter shall turnover one pool volume in twenty-four hours or less.
- The filter capacity shall be such that it need not be cleaned more frequently than once every two days under normal conditions of operation.
- The inlet supply fittings for the recirculation system shall be at the shallow end of the pool and below the normal water level.
- Outlet fittings shall be at the lowest point in the pool.
- Underwater lights shall be equipped with a grounded deck junction box. All material, including the entire electrical fixture, shall be listed by Underwriters' Laboratories for this class of service.
- There shall be one or more means of egress in the form of steps, ladders or step-holes into each pool, provided that the means of egress into a temporary pool is removable.
- No overhead electrical conductors shall be maintained within the immediate area of a private residential swimming pool.
- All metal fences, enclosures or railings near or adjacent to such a pool which might become electrically alive as a result of contact with broken overhead conductors, shall be effectively grounded.
- Swimming pool heaters and boilers, when installed, shall comply with a nationally recognized testing agency.
- A permanent private residential swimming pool shall be enclosed with a solid (non-composite) wood fence (at least 70% open) protected against decay, steel, stone, wrought iron, or wrought iron-style aluminum, non-chainlink fence. Said fencing requirement shall be satisfied by complying with either one or both of the following options:
 - Perimeter of the yard. The fence if constructed around the perimeter of the yard shall be at least four feet in height and no more than four and one-half feet in height, with an approved gate.
 - Around the pool. The fence may be designed and constructed so as to enclose an area not greater than six times the water surface area of the pool to be enclosed and shall not be less than five feet or more than six feet in height, with an approved gate.
- A fence opening or point of entry into a swimming pool area enclosure shall be equipped with a gate.
- The fence and gate shall be non-climbable and constructed of solid (non-composite) wood protected against decay, steel, stone or of wrought iron or wrought iron-style aluminum, and not chain link, with openings in the fence not more than would allow a four (4)-inch diameter sphere to pass through, but shall not be a solid fence wall, so that anyone looking at the fence would notice if someone is on the other side.
- The height of an opening under the bottom of the fence shall not exceed four (4) inches.
- The openings in any fence shall not exceed four (4) inches in width and height.
- A gate shall be equipped with a self-closing and self-latching device placed at the top thereof and made inaccessible to small children. Gates should swing out.
- All fence posts shall be resistant to corrosion or decay.
- Overhead electrical lines may not pass over the pool. Power lines should be at least 25 feet away from the pool in all directions.
- Allow a minimum clearance in any direction of at least 18 feet between overhead power lines and a diving board, deck, platform, slide, or observation area.
- Pools should never be constructed or placed over underground electric cables. Pools and pool decking should be installed at least five feet away from all underground utility lines.
- Except for specially designed lighting fixtures, no electrical fixtures or receptacles should be permitted within five feet of a pool.
- Any electrical wiring that is within 20 feet of a swimming pool should have GFCI protection.
- Grading shall be designed so that stormwater runoff shall not be directed toward adjacent properties or otherwise create a nuisance. Grading plans must be reviewed and approved by the Village Engineer.
- Any drainage of the pool must be done toward the right-of-way and not toward adjacent properties.
- Plans prepared and sealed by an Illinois registered structural engineer may be required due to retaining walls and grading slopes, as per applicable Building Codes and State Statutes.
- Construction Conduct and a Tree Plan must be provided per Chapter 1460 (Construction Conduct and Tree Conservation on Construction Sites) of the Village Code. The entire Village Code is available on-line here:
<http://www.palospark.org/228/Municipal-Code>

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