



## INFORMATION NEEDED FOR POOL PERMIT APPLICATION

– Permits are required for pools more than 30 inches deep –

The following must be submitted with a completed Building Permit Application to the Inspector for approval. Note that the approval process may take up to two weeks, dependent on workload.

- A current survey map showing the proposed location of the pool, as well as all other structures on lot (sheds, decks, detached garages), fences (proposed and existing), location of electrical lines, and setbacks.
- Subdivision approval, if required.
- Detailed information about pool, to include all dimensions, total gallons of water, method of guarding (fence), and method of disinfection.
- A refundable \$500 Cash Bond for Cleaning and Repair of Streets, Sidewalks, Curbs, etc., may be required.

**Permit fees:** \$85 minimum or \$10 per \$1,000 construction value, plus \$35 Plan Review fee, whichever is greater.  
\$50 Certificate of Occupancy

**NOTE:**

- *Swimming pools shall not be constructed directly under or over electric transmission lines or within 15 feet of such lines.*
- *Electrical Permit needed for wiring (outlets, fixture and equipment)*

**DIGGERS HOTLINE 1-800-242-8511**

*Sussex Building Inspection Department  
Sussex Village Hall, N64 W23760 Main St.  
(262) 246-5212*

### **ABOVE GROUND POOLS**

**Kiddie/Wadding** – Maximum 24+water depth, no filters water changed daily. *NO BUILDING PERMIT REQUIRED.*

**Relaxation/Floating** – Maximum 24+30+water depth and has a filter. All electrical connections to the pool shall be properly grounded and must have a GFCI outlet. Install according to manufacturersqinstructions. Must be covered when not in use. *NO BUILDING PERMIT REQUIRED but Electrical Permit required if new outlet installed.*

**Swimming Pool** – Maximum water depth greater than 30+and has a filter. All electrical connections to the pool shall be properly grounded and must have a GFCI outlet. Must have a 4cfence with a self-closing/self-latching gate or pool wall height 48+and with a locking ladder. *REQUIRES A BUILDING PERMIT AND ELECTRICAL PERMIT.*

Chapter 17.0704(A.12)

(12) Swimming pools, as defined herein, are permitted in the A-1 district if accessory to a residential use, CR-1, CR-2, TS-1, TS-2, Rs-1, Rs-2, Rs-3, Rs-4, Rd-1, Rd-2, SF-RD-3 and Rm-1 districts upon the issuance of a building permit, and an electrical permit if applicable, provided that:

- a. All swimming pools shall be surrounded by a fence (that is not merely a planting or hedge) not less than four (4) feet nor more than six (6) feet in height designed to prevent unguarded entry to the swimming pool. Sidewalls of above-ground swimming pools which are at least four (4) feet high above ground all around the swimming pool may be used in lieu of a fence but only if entry to the swimming pool or swimming pool deck can only be made by a tip up ladder that prevents unsupervised access by young children.
- b. Access to swimming pools shall be controlled to prevent unguarded entry to the swimming pool. Access to in-ground swimming pools shall be controlled by a self-closing and self-latching gate and all such gates shall be kept securely closed and locked at all times when the owner is not present at the swimming pool. For an above-ground swimming pool, if a tip-up ladder is used to prevent unsupervised access by young children, such tip-up ladder shall be kept up in a position that prevents access by young children at all times when the owner is not present at the swimming pool.
- c. The application for a building permit shall include a plat of survey drawn to scale showing the location of the swimming pool, the location of any fence, deck, patio and any accessory heating, pumping or filtering units that may be placed outside the swimming pool. The survey shall also show the lot lines of the lot, the location of the residence on the lot, the location of any other structure(s) on the lot, the location of any electrical transmission lines on the lot and the location of residences and structures on neighboring lots.
- d. Swimming pools shall not be constructed directly under or over electric transmission lines or within 15 feet of such lines. The Plan Commission may permit a swimming pool to be located within 5 feet of an underground electric transmission line when the permit applicant has written approval from Wisconsin Electric Power Company. All electrical connections to a swimming pool shall be properly grounded so that no electrical current can be discharged into any part of the swimming pool or surrounding fence and in full compliance with all applicable aspects of the electrical code.
- e. No water drained from swimming pools shall be discharged onto adjacent properties, without written consent of the adjacent property owner, or into a municipal sewerage system, or directly into a navigable body of water.
- f. Equipment shall be provided by the owner for the disinfection of all swimming pool water. No gaseous chlorination shall be permitted.
- g. Heating units, pumps, and filter equipment shall be adequately housed and muffled in such a manner as not to create a nuisance. Such equipment shall be located in compliance with the setback and yards requirements for a building in the district in which it is located and no closer than 10 feet to a lot line, whichever requirement is larger.
- h. There shall be an unobstructed areaway around all swimming pools of at least three (3) feet in width.
- i. No swimming pool shall be located closer than 10 feet to a principal building and shall be in compliance with the setback and yard requirements for a building in the district in which it is located and no closer than 10 feet to a lot line, whichever requirement is larger.
- j. No areaway surrounding a swimming pool shall be located closer than three (3) feet to a lot line.
- k. Swimming pools are accessory structures, subject to all provisions of this Ordinance that regulate accessory structures. In the event of a conflict between the requirements of this Section 17.0704(A)(8) and any other requirements of this Ordinance, the more restrictive shall apply.

- l. Swimming pools, together with other accessory structures regulated by Section 17.0704(A) of this ordinance, shall not occupy more than 50 percent of the rear yard area.
- m. The swimming pool must be intended to be used solely by the occupants of the principal use of the property on which the swimming pool is intended to be located and their guests. Operation of a business, including but not limited to swimming lessons, is prohibited unless allowed by the district regulations for the district in which the swimming pool is located and all approvals required by this ordinance and other applicable laws are granted.
- n. All applicable Village, County of Waukesha and State of Wisconsin codes, ordinances, regulations and rules must be strictly followed at all times, including but not limited to any setback requirements and sanitary and environmental regulations.

(13) Relaxation/floating pools, as defined herein, are permitted in the A-1 district if accessory to a residential use, CR-1, CR-2 , TS-1 , TS-2, Rs-1. Rs-2 Rs-3 Rs-4, Rd-1, Rd-2, SF-RD-3, and Rm-1 districts without the issuance of a building permit, subject to issuance of an electrical permit if applicable, subject to the following:

- a. Access to relaxation/floating pools shall be controlled to prevent unguarded entry to the relaxation/floating pool. This shall be done by completely covering the relaxation/floating pool in a manner that is secure and prevents unauthorized access, or by any manner that would be required by this ordinance if this were a swimming pool.
- b. No water drained from relaxation/ floating pools shall be discharged onto adjacent properties, without written consent of the adjacent property owner, or into a municipal sewerage system, or directly into a navigable body of water.
- c. The relaxation/floating pool shall be located in compliance with the setback and yards requirement for a building in the district in which it is located and not closer than 10 feet to a lot line, whichever requirement is larger.
- d. Relaxation/floating pools are accessory structures, subject to all provisions of this Ordinance that regulate accessory structures. In the event of a conflict between the requirements of this Section 17.0704(A) and any other requirements of this Ordinance, the more restrictive shall apply.
- e. Heating units, pumps, and filter equipment shall be adequately housed and muffled in such a manner as not to create a nuisance. Such equipment shall be located in compliance for a building in the district in which it is located, and not closer than 10 feet to a lot line, whichever requirement is larger.
- f. Relaxation/floating pools, together with other accessory structures regulated by Section 17.0704(A) of this ordinance, shall not occupy more than 50 percent of the rear yard area.
- g. The relaxation/floating pool must be intended to be used solely by the occupants of the principal use of the property on which the relaxation/floating pool is intended to be located and their guests. Operation of a business, including but not limited to swimming lessons, is prohibited unless allowed by the district regulations for the district in which the relaxation/floating pool is located and all approvals required by this ordinance and other applicable laws are granted.
- h. All applicable Village, County of Waukesha and State of Wisconsin codes, ordinances, regulations and rules must be strictly followed at all times, including but not limited to any setback requirements and sanitary and environmental regulations.

(14) Kiddie/Wading Pools as defined herein, are permitted in the A-1 district if accessory to a residential use, CR-1, CR-2 , TS-1, TS-2, Rs-1, Rs-2, Rs-3 , Rs-4, Rd-1, Rd-2 , SF-RD-3 and Rm-1 districts without the issuance of a building permit, and are not subject to the regulations of this ordinance that apply to swimming pools and relaxation/floating pools.