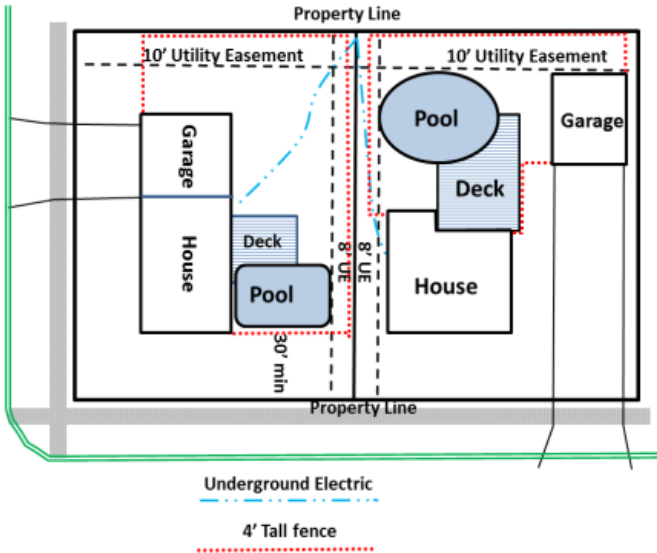


## SAMPLE SITE PLAN



## Permits & Inspections

In order to obtain a building permit for your swimming pool, hot tub or spa, submit the following to the Building Division:

- A Building Permit application, signed by the owner or contractor.
- A site plan showing lot dimensions, utility easements, all buildings and fencing and the distances from the pool to the property lines.
- An electrical permit application (if required).

Inspections vary depending on the scope of work:

- Location inspection: diggers hotline must be marked before the inspection regardless if you will be digging.
- Electrical Inspection: GFCI protection is required when wiring for a pool or hot tub.
- Final inspection: of the pool, fence and locking mechanisms.

## CONTACT INFORMATION

*For Pool, Fence and Electrical permits or more information on pool requirements, contact:*

Building Division, (608) 755-3060

*For an aerial view of your property, visit the City of Janesville GIS site:*

Mapping Services | Janesville, WI  
([janesvillewi.gov](http://janesvillewi.gov))

Choose "Public Site" and continue.

CALL DIGGERS HOTLINE

1-800-242-8511

OR

[www.diggershotline.com](http://www.diggershotline.com)



Building Division, Department of Public Works

18 N. Jackson Street - 3rd floor  
Janesville, WI 53548

**Office Hours:** Monday-Friday

7:30 a.m. to 4:30 p.m.

**(608) 755-3060**

Website: [www.janesvillewi.gov](http://www.janesvillewi.gov)

## RESIDENTIAL

## SWIMMING POOLS HOT TUBS / SPAS



# Residential Pools, Hot Tubs, & Spas - FAQ's for the City of Janesville

## Do I need a permit?

All swimming pools and hot tubs/spas greater than 30 inches in height require permit before installation. Measurement is taken on the outside of the pool from ground level to the top rim of the pool. If your pool expands as it is filled with water, pool height is determined by reading the manufacturer's label on the side of the pool.

Depending on the scope of work, fence permit and/or electrical permits may also be required.

## Who can obtain permits?

Only the property owner may apply for a pool/hot tub and fence permits. If you are a tenant, the owner must give you written permission to install a pool/hot tub or fence. Electrical permits must be obtained by a licensed electrician or the property owner who lives on the property.

## My pool is seasonal, not permanent. Do I still need a permit?

Yes, any above-ground pool which is greater than 30 inches in height requires a permit.

*If I take it down for the winter, will I need another permit next year?*

When you first apply for a permit, a specific "safe" location will be approved for your pool. If you place your pool in the same location year after year, only one permit is required. A change in the pool size or location would require a new permit.

Failure to obtain a permit prior to commencement of work will result in a \$100 penalty fee, plus permit amount or double the permit fee, whichever is greater.

## What are the pump requirements?

Pool / hot tub pumps shall be listed and installed in accordance with manufacturer instructions. Extension cords are prohibited. There must be direct connection from the systems to a GFCI outlet located on the exterior wall of the house or garage. If this is not possible, a power source to the pool and an electrical permit is required. Note: Hot tubs shall be direct wired according to manufacturer specifications.

## Where can I place my pool, hottub?

Pools & hot tubs must be placed in the rear yard. The minimum setback for any pool or hot tub is no less than 8 feet from the side and rear property lines, and no less than 30 feet from any property line having street frontage. All setbacks are measured from the side wall of the pool to the property line. There is no required setback between a pool and the house.

All pools / hot tubs must be located at least 5 feet horizontally from any underground electrical wires and 10 feet from any overhead electrical wires. Pools / hot tubs may NOT be placed within any utility easement area. As the property owner, you are responsible for locating your lot lines and calling diggers hotline to locate underground services. Utility easements must be shown on your site plan. A sample site plan is shown on the reverse side of this brochure.

For bonding purposes, we strongly recommend that all pools / hottubs are located at least 5 feet from metal objects such as chain-link fencing or steel siding. Call in your first inspection after the utilities and pool location have been marked but before the pool is installed.

608-755-3060

## Do I need a fence?

If your pool or hot tub is greater than 30 inches in height, a fence that is at least 4 feet in height is required to enclose the pool. All new and replacement fence installations require a separate permit. Temporary fences are prohibited.

Exception: A pool which includes a top rail and achieves an overall pool height of at least 5 feet from ground level to the top of the rail does not require a perimeter fence in the yard.

Exception: If a hot tub/spa is placed outdoors, or on a deck, it may be secured with a locking cover that meets ASTM F1346 in lieu of the fence requirement.

Fences surrounding pools must be constructed so that it cannot be climbed through, over or under, and gates must be securely locked when the pool/hot tub is not in use. The fence must be constructed before any water is permitted to be placed in the pool or hot tub/spa.

## Are there other fence requirements?

If your property is located in the Courthouse Hill Historic District, a fence permit cannot be issued until you've first received approval from the Janesville Historic Commission. To apply for a Certificate of Appropriateness, contact the Planning Division at 608-755-3085.

Other fence requirements are described in the "Residential & Commercial Fences" brochure which can be found in our office or at

<https://www.janesvillewi.gov/home/showdocument?id=8956>