

# SWIM POOLS

City of Brookfield, Wisconsin  
Inspection Services Department  
2000 North Calhoun Road, Brookfield, WI 53005

Phone 262-796-6646 M-F, 8am - 5pm

## HERE IS A HELPFUL LIST OF THE MOST OFTEN ASKED QUESTIONS AND ANSWERS REGARDING SWIMMING POOLS

**Q. Do I need a building permit for a pool?**

A. **Yes** -- if your pool is:

- \* Permanently installed (this includes above ground pools).

**No** -- if your pool is all of the following:

- \* Temporary.
- \* Less than 18 feet in diameter and
- \* 42" or less in wall height and
- \* Taken down for the winter.
- \* Storable swimming or wading pools with nonmetallic inflatable walls regardless of dimension

**Q. Who gets the permit?**

A. The **homeowner** is the responsible party. We will issue a pool permit to a contractor -- but the homeowner **must** make sure a permit is issued before allowing work to start at your house. The **ELECTRICAL PERMIT** must be applied for by and issued to a licensed master electrician only. All pools always require an electrical permit.

**Q. What do I have to bring in to get a permit?**

- Four copies of a current (within 1 year), scaled official, stamped Plat of Survey. On the Plat, please display proposed landscaping and pool location (indicating the size/dimensions and whether pool will be above or below ground), note the pool height at the highest point of grade (if above ground), and show location of fencing and any proposed patio or decking (indicating the type and material). Plan shall also include distances to lot lines and utilities.
- For in-ground pools, you must include existing topographic contour data and proposed grading. Plat must display enough existing topographic information to demonstrate how your proposed grading will blend and drain (minimum 25 feet from outer edge of proposed patio or fence). (**See:** Swim Pool Grading Plan Requirements handout).
- Two pool brochures, two fence brochures (indicate the type and height), and a description of how the swimming pool will be filled.
- Electric Permit Application

**Q. What type of fencing is required?**

A. A minimum of 5'0" high fence with a self-closing and self-latching gate constructed of corrosion resistant material (or wood or other material approved by the Building Inspector). Fence location to be approved by Chief Building Inspector. Self latching hardware must be at least 3'0" high off of adjacent grade or platform. Chain link is prohibited.

**Q. When is a fence *not* required?**

A. A fence is not required around an above ground swimming pool where the pool wall is at least 3½' (42") above grade for the full pool perimeter. The finished grade shall be maintained for a minimum of four (4) feet beyond the outside perimeter of the pool.

**Q. How much does a permit cost and how long does it take?**

A. The pool permit cost is \$13.00 per one thousand dollar of pool value (installed) with a minimum \$66.00 permit fee. The fence permit cost is \$70.00. Plan review usually takes up to 10 business days from date of application.

**Q. How far from the lot line does the pool have to be?**

A. The pool structure includes a 3' concrete apron around the perimeter of the pool. Both the pool and this three foot apron cannot be in the setback or offset areas.

**Q. What inspections are required?**

A. **Stake out** -- to make sure the pool will be at least **20' from side and rear lot lines (50' from side lot line if you live on a corner lot, and you are measuring from the "other" street lot line) or 25' from side and rear lot lines if lot was platted after 8/15/89 or 50' from rear lot line** if your parcel abuts a less restrictive district or railroad right of way.

**Electrical bonding inspection.** We will check to ensure all metal within 5' of the pool and pump/filter equipment is bonded properly. (This even includes steel rebars you may be placing in concrete. Make sure you call BEFORE POURING.)

**Final inspection.** We will check to make sure the fence is in the right place and at least 5' high. Also the gate must be **SELF CLOSING AND SELF LATCHING**. Electrical wiring will also be inspected for full compliance for your safety.

**NOTE:** The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law.

The edge of the City street pavement or back of curb is usually NOT located on a property line.

Our hours are Monday thru Friday 700 a.m. - 5:00 p.m. Field Inspectors are in from 7:00-8:00 a.m. and 2:30-3:30 p.m. Our telephone number is **(262) 796-6646**. Please call if we may be of further assistance.

**PLEASE CALL DIGGER'S HOTLINE AT LEAST 3 DAYS PRIOR TO STARTING YOUR PROJECT.  
(800) 242-8511 OR (800) 542-2289**