
The following information must be filled out on the application in order to approve an Above Ground Swimming Pool

1. Date of Application
2. Address of Structure
3. Real Estate Tax ID Number (found on Real Estate Tax Bill)
4. Lot Number (found on Plat of Survey)
5. Subdivision Name
6. Estimated Cost of the whole project
7. Type of Project:
 - A. Indicate the size of the pool
 - B. Indicate if there is an existing fence
8. Homeowners name, address and phone number
9. Contractors name, address, phone number and license number
(This is the name of the pool installer, not where you purchased the pool)
10. Electrical Contractor name, address, phone number and license number
Indicate "homeowner" if a licensed contractor is not being used.
11. Sign Permit Application

J.U.L.I.E: **Before you purchase your pool**, it is recommended that you call 811, the Joint Utilities Locating Information for Excavators (J.U.L.I.E). They will mark all utilities that run throughout the yard. **The village follows the Commonwealth Edison Guidelines that require the pool wall to be five feet from the underground electrical lines and ten feet from overhead electrical lines.** The ComEd lines need to be drawn onto your plat of survey.

Plat of Survey: A copy of the plat of survey of the property must accompany the permit application. This will not be returned to the homeowner, however our office would be happy to make a copy. Draw the pool on the plat in its exact location. Draw the distance from the pool wall to the side and rear lot lines. Draw a dotted line to indicate where electrical lines are located and indicate the distance from the pool wall to the electric line. **Again, The village follows the Commonwealth Edison Guidelines that require the pool wall to be five feet from the underground electrical lines and ten feet from overhead electrical lines.**

Zoning Requirements: Pools must be placed in rear yards only, and must be placed five feet from the property lines and all buildings. If the pool cannot conform to these guidelines, consider a smaller sized pool.

Fencing and Safety: A minimum fence of four to six feet in height with a self closing & self latching gate surrounding the yard or a minimum fence of six feet in height erected along the periphery of the pool walks is required. This fencing must be in place before the pool may be filled with water.

Excavating: All dirt from the excavation of the pool site **must be removed** from the property. The grade of the property cannot be changed, as this affects drainage for the entire subdivision.

Cost: The cost of an above ground pool permit is 1.5% of the project cost. There is a \$50.00 dollar cost for the building inspection, forty dollars for the electrical permit, and a cash bond that will be the 3 times the permit cost which is refundable. You will receive a check for the refundable bond 3-5 weeks after the final inspection has been approved. Payment is not required until the permit is ready to be picked-up at the Clerk's Office.

INSPECTIONS The Building inspector will need to inspect the pool when it is full of water and for electric there is a rough inspection before back filling trench and final when the project is complete.

Permit Issuance: Permits take approximately **three to five business days** to process. The Building Department will notify the property owner by telephone when the permit is ready. All permits to be picked-up at the Village Clerk's Office.

- Contractors:** All contractors doing work in the Village of Worth must be licensed and bonded with the village prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded.
- Property Owner:** **Permits are required for all new and replacement pools.** The owner of the property where work is to be performed is responsible for filling out the permit application and obtaining the permit before any construction is performed. Property owners may give permission for a contractor or any other party to apply for the permit and obtain it, but is still responsible.
- Electrical Guidelines:**
- Pool pump, lighting, or other electrical need must be supplied by a separate power source located at least five feet away from the pool wall. This source must be GFCI protected at the outlet or by breaker. The waterproof box for the receptacle should be fastened to a post. This power supply must be provided before completion and use of the pool. No extension cords can be used to connect to the power source.
- A ground wire shall be installed between the filter receptacle and the house electrical panel.
- Your filter uses a large amount of current and shall be put on its own circuit. Make sure all wire is #12 or larger, as needed.
- Pool electric supply may be run with electrical tubing rated for underground wet location. Some of the common methods of installing the underground to your filter are heavy wall conduit, intermediate conduit, and plastic electrical conduit. Do not use electrical metallic tubing (EMT or thinwall).
- If you choose to run plastic conduit, it must be buried at least 24 inches deep. Do not run this plastic conduit into your home.
- Follow all manufacturers' installation instructions.
- Make sure pool filter and pump are rated for permanently installed swimming pools. Some filters available are for storable pools only.
- Rigid pipe may also be used 6 inches underground.
- Gas Heaters:** If a gas heater is being installed with an above ground pool, heater specifications are required as part of the permit submission. If the heater is installed independently of the pool permit, a separate permit is required at that time. A gas shut off valve shall be located at the appliance or at the gas meter to the residence. Follow manufacturers' specifications for installation requirements.
- If you have any questions, please contact the Building Department at 708- 923-7507.