

City of St. Charles

Swimming Pools (Above ground & In-ground) and Spas



Building & Code Enforcement Division
2 East Main Street
St. Charles IL 60174
630.377.4406 (Office)
<http://www.stcharlesil.gov>

*Please direct any and all questions to the City of St. Charles Building & Code Enforcement Division:
Monday through Friday (8 AM to 4:30 PM) at 630.377.4406*

This is a summary of the City of St. Charles ordinances affecting Pool and Spa Construction. A building permit is required prior to any construction of a swimming pool (Above ground or in-ground) and spas that contain water over 24-inches. The following are guidelines and comments for obtaining a building permit.

Application and Drawings Procedures:

- 1) An application is to be filled out and submitted to the Building Department. The contractors names, addresses, email, phone numbers and, if required, their license numbers are to be filled out when submitting the application.
- 2) Four (4) sets of drawings showing the construction details for the pool or spa are to be submitted with the application. Include in these plans:
 - * Catalog specification sheet (NSF approval required)
 - * Anti-Vortex main drain
 - * Skimmer wells, pump, filter, lights, and heaters
 - * Diving board – slides
 - * Any other applicable equipment
 - * Electric plan (please see attachment)
 - * Fence details
- 3) Four (4) copies of the plat of survey showing the measurements to lot lines drawn on the survey and indicate the location of:
 - * Pool – Spa
 - * Path of electric service to the house (see clearances)
 - * See attachment for Zoning regulations.
 - * Fence location
- 4) Our goal is to complete the review for your building permit within 10 working days.

Application – Permit Fees: Payment is to be made in the form of check, cash, or money order.

A filing fee is to be paid at time of submission of application and drawings or plans.

-	In-ground Pool	-	\$400.00
-	Above Ground Pool	-	\$200.00

Re-inspection fee. During the construction of your project should you fail any of the required inspections there is a re-inspection charge. The fees are due prior to certificate of occupancy. The fee schedule is as follows;

- a. \$80.00 per Building Department re-inspection for all types of inspections during construction (excluding finals)
- b. \$85.00 per re-inspection for all residential final inspections.

Barrier or Fencing:

- ⊗ Barrier placement - pool excavation must be protected during construction with approved fencing.
- ⊗ Permanent barrier or fencing must be in place prior to filling.
- ⊗ Silt fence required during construction.
- ⊗ A barrier or fence is to be constructed per the 2015 International Residential Code. A copy of the section of the code is attached for your information.
- ⊗ If a fence is installed, a Fence Release and Indemnity Agreement is to be completed and submitted with the application.
 - The Release and Indemnity Agreement is to be completed in black ink
 - The Release and Indemnity Agreement is to be notarized

Inspections:

The following is a list of inspections, which might be required for your project.

- Air test
- Underground Electric
- Plumbing
- Gas
- Concrete - Bonding
- Fence
- Final

Building Codes:

The following are the Building Codes, which the City of St. Charles has adopted:

- St. Charles Municipal Code
- 2021 International Residential Code
- 2021 International Building Code
- 2021 International Fire Code
- 2021 International Fuel Gas Code
- 2021 International Mechanical Code
- 2021 International Swimming Pool and Spa Code
- 2021 International Property Maintenance Code
- 2021 International Energy Conservation Code
- 2021 International Existing Building Code
- 2020 National Electric Code
- 2014 State of Illinois Plumbing Code

Energy Conservation Code for Swimming Pools and Spas (2015 Edition):

- 403.9.1 Pool heaters. All pool heaters shall be equipped with a readily accessible on-off switch to allow shutting off the heater without adjusting the thermostat setting. Pool heaters fired by natural gas shall not have continuously burning pilot lights.
- 403.9.2 Time switches. Time switches that can automatically turn off and on heaters and pumps according to a preset schedule shall be installed on swimming pool heaters and pumps.
 - Exceptions:
 - 1) Where public health standards require 24-hour pump operation.
 - 2) Where pumps are required to operate solar and waste heat recovery pool heating systems.
- 403.9.3 Pool Covers. Heated pools shall be equipped with a vapor-retardant pool cover on or at the water surface. Pools heated to more than 90-degrees shall have a pool cover with a minimum R-12.
 - Exception:
 - 1) Pools deriving over 60-percent of the energy from site-recovered energy or solar energy source.

Electric Requirements:

The electric requirements are based upon the 2014 National Electric Code.

- Section 680.0 Overhead clearances:
 - 22-feet – 6-inches above water edge
 - 14-feet – 0-Inches above any platform with in the pool and 10-feet each side of the pool
- Section 680.10 Underground Clearance:
 - 5-feet horizontal from the inside of the pool wall or meet exceptions
 - All boxes, covers, and fittings are to be weatherproof outdoor type and sunlight resistant.
- Section 680.10 Minimum burial depth of electric to pool as follows rigid metal conduit 6-inches, intermediate metal conduit 6-inches, nonmetallic PVC 18-inches, and should be listed for electric (gray in color) direct burial cable 24-inches with rigid sleeve from elbow up.
- All motors shall be listed and labeled per 110-3(B) UL or equivalent by an approved testing agency to the U.S. standards.
- Section 680.21 (B) For all non-double insulated pump motors, a bond is required to the motor housing, the pool frame, and all metal conduits.
- Section 680.22(A)(1) 5-foot minimum 10-foot maximum to receptacle that provides power to pool equipment and consist of single receptacle, locking configuration (twist lock), grounding type, and GFCI protection.
- Section 680.26 (4) #8 Solid copper wire to bond all metal parts 5-foot horizontally away from inside of pool wall (plastic pool with metal top ring requires bonding) by pressure connectors or clamps labeled as being suitable for the purpose. (See section)
- Section 680.22(2)(3) General – purpose receptacle required 10-foot – 20-feet from the inside wall of the pool, may be on house GFI.
- Section 680.12 Maintenance disconnect (switch) required to be accessible and within sight of its equipment.
- Section 680.21(5) Cords and plug connection on motors shall not exceed 3-feet in length.
- Section 680.7 Grounding of all electric equipment per 250.122 not to be smaller than 12 AWG to include wall lighting and underwater luminaries, electric equipment within 5-feet of inside wall of pool, electric equipment associated with recirculating system, junction boxes, transformer enclosures, ground fault circuit interrupters, panel boards that are not part of the service equipment and that supply any electrical equipment associated with the pool.

Homeowner – Contractor Responsibilities:

- ✓ It is the responsibility of the homeowner/contractor to schedule with the Building Department the required inspections. The required inspections are indicated on the Plan Review form, which is attached to your permit and the Field Copy of drawings. When calling to schedule an inspection, please have the address and the permit number.
- ✓ Inspections shall be called a minimum of 24 hours before they become due.
- ✓ Call J.U.I.L.E. (Joint Underground Location for Inspectors and Engineers) at least 48-hours prior to any digging to locate any underground utilities. **(1-800/892-0123)**
 - Electric Utilities Red - Sewer Utilities Green
 - Comcast (Cable) Orange - Telephone Utilities Orange
 - Northern Illinois Gas (NICOR) Yellow - Water Utilities Blue

Zoning Requirements for Swimming Pools

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT / CITY OF ST. CHARLES

(630) 377-4443 CD@STCHARLESIL.GOV

DEFINITIONS:

Ch. 17.30 of the City Code contains the following definitions for Swimming Pool and Swimming Pool Deck:

- **Swimming Pool** – Any constructed pool, aboveground, on-ground, or below ground that is over 24 inches in depth.
- **Swimming Pool Deck** – An impervious area surrounding a swimming pool, up to 4 ft. in depth as measured from the outer edge of the swimming pool, which is intended for use by pool users

REQUIREMENTS:

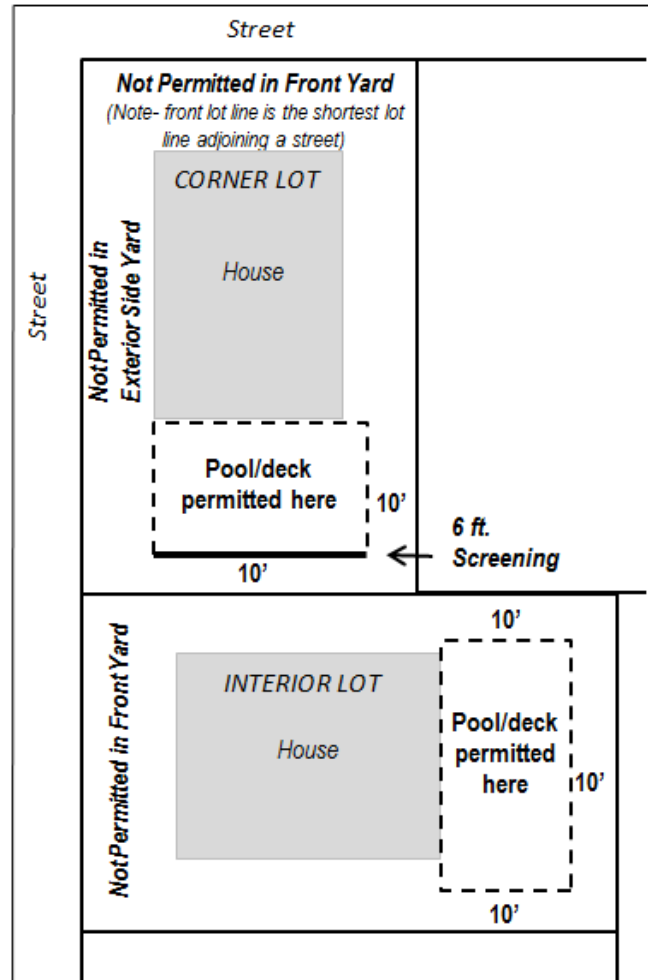
- 1) In all Zoning Districts except Single-Family Districts, Swimming Pools and Pool Decks may not be located within any required yard. Yard requirements for each zoning district can be found in Table 17.12-2: <https://codebook.stcharlesil.gov/1712-%E2%80%93-residential-districts/1712030>

2) In Single-Family Zoning Districts (RE “Estate Residential”, RS “Suburban Residential”, and RT “Traditional Residential”):

- Swimming Pools and Pool Decks may not be located within the front or exterior side (corner) yards.
- Swimming Pools and Pool Decks must be a minimum of 10 ft. from the interior side and rear lot lines.
- Swimming Pools may not be located in an easement. Easements are typically no larger than 10 ft. wide however larger easements do exist.
- Where a swimming pool in the rear yard of a corner lot is adjacent to a front yard or interior side yard on an adjacent lot, 6 ft. high screening by means of fencing or landscaping shall be provided in accordance with Section 17.26.070(C):
<https://codebook.stcharlesil.gov/1726-%E2%80%93-landscaping-and-screening/1726070>
- Swimming Pools and Pool Decks are not included in the calculation of building coverage.
- Swimming Pools and Pool Decks are included in the calculation of rear yard lot coverage.

MORE INFORMATION

PLEASE CONTACT COMMUNITY DEVELOPMENT AT (630) 377-4443



SWIMMING POOL GRADING CERTIFICATION

We, the below listed signees, acting as owners of the below listed property and on behalf of _____ (contractor responsible for grading around the swimming pool), verify the following:

1. We will provide positive drainage, within the City of St. Charles grading requirements of **2.0% minimum slope to 4:1 maximum slopes**, to drain around the pool to be installed on said property.
2. If easements exist, we certify that the pool, deck, or associated grading **will not be installed within any easements.**
3. If no easements exist, we certify that the pool, deck, or associated grading **will not be installed within 5-feet of a side yard lot line or within 10-feet of the rear yard lot line.**

4. As part of this grading, we will not adversely affect any of our neighbors' property.
If the criteria listed above is not met, the applicant would need to submit a detailed grading plan for review and approval and this form shall not be used.

Street Address: _____

PIN Number: _____

Signed: _____ Dated: _____
(contractor responsible for grading around the swimming pool)

Signed: _____ Dated: _____
(property owner)

Signed: _____ Dated: _____
(property owner)

CITY OF ST CHARLES
Application for Building Permit



Department: Building & Code Enforcement Division

Phone: (630) 377-4406

Application Date: _____ Parcel No. _____ Permit No. _____

PLEASE PRINT ALL INFORMATION

I, _____, do hereby apply for a permit for the following described work

located at _____ Estimated Cost: _____

Description of proposed work: _____

Check List for Submittal of Application:

- Is your property located in the Historic Preservation District? Yes/No If yes, your application will need to be approved by the Historic Preservation Committee.
- Building Permit Application – Completely Filled Out.
- Two sets of construction details on the swimming pool that include information on the filtering system are to be submitted.
- Four copies of the Plat of Survey with the pool drawn on the survey showing all measurements are to be submitted.
- If a fence is being installed and is part of this submittal you will need the details on the fence, the height, style, and information on the locks on the gates.
- If the fence is being submitted separately, please refer to the Information Packet on Fencing.
- Submittal fee is due at time of submittal. (Inground Pool- \$400.00 Above Ground Pool - \$200.00) **PAYABLE BY CHECK TO THE CITY OF ST. CHARLES OR IN CASH**

Owner of the Property:

Name: _____
Address: _____
City/State/Zip Code: _____
Email: _____
Telephone NO. _____

Applicant:

Name: _____
Address: _____
City/State/Zip Code: _____
Email: _____
Telephone NO. _____

General Contractor:

Name: _____
Address: _____
City/State/Zip Code: _____
Email: _____
Telephone NO. _____

Contractor: _____

Name: _____
Address: _____
City/State/Zip Code: _____
Email: _____
Telephone NO. _____
Illinois License No. _____

I, the undersigned, certify that if a permit is issued to me, I will comply with all provisions of the building, plumbing, electric and other applicable ordinances of the City of St. Charles and shall perform all work, or cause all work to be performed according to the provisions of said ordinances. I, or my agent, shall personally supervise the work and shall do, or cause to have done, said work according to plans, specifications and other written information supplied as a part of this application. I am familiar with the applicable ordinances and the provision thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen, and shall call for inspections as required at a minimum of 24-hours before they become due.

PRINT NAME: _____ **SIGNATURE:** _____

REPORT OF THE BUILDING OFFICIAL

Accepted: _____ **Rejected:** _____ **Date:** _____

Signed: _____

For Office Use

Received _____

Fee Paid \$ _____

Check # _____