



SWIMMING POOLS

- This handout is intended only as a guide. It shall not be considered a complete set of requirements.
- Materials and installation must comply with the current Minnesota State Building Code and the manufacturers' installation specifications for each product.
- A permit is required for all swimming pools with the following exception from MN Rules, Chapter 1300.0120: **"Prefabricated** swimming pools installed **entirely above ground** accessory to dwelling units constructed to the provisions of the *International Code* or R-3 occupancies constructed to the provisions of the *International Building Code*, which **do not exceed 5,000 gallons** in capacity **AND** a **24-inch depth**."

			
In-ground. A permit is required.	Above ground, 5,500 gallons and 48" high. A permit is required.	Above-ground, 2,500 gallons and 52" high. A permit is required.	Above ground, 76 gallons and 13" high. No permit is required.

- **Permanent pools** (all in-ground and some above-ground pools) will stay in your yard year-round. Closing procedures are done to prepare the pool for a winter of non-use, followed by opening procedures in the spring. An in-ground pool includes an above-ground pool where excavation took place so that any part of the sides or bottom are below grade. **Temporary (seasonal) pools** are made of less sturdy materials and can be disassembled and stored inside for winter. **Seasonal residential swimming pools requiring permits** (over 24" and 5000 gallons, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times in the same spot/location.
- Although a building permit is not required for hot tubs or spas, plumbing, mechanical and/or electrical permits may be required.
- **Contact the municipality for setbacks, zoning ordinances, and permanent fence or barrier requirements.**
- Separate permits are required for pool decks, electrical, plumbing, mechanical, and enclosures.

BUILDING Permit Submittal shall include:

- ☐ **Building Permit Application**, completed in its entirety, including signature and valuation.
- ☐ **A site survey** (or **Certificate of Survey** if required by municipality) drawn to scale and dimensioned, identifying placement of the pool, existing side and rear yard elevations, site drainage patterns, and verification that drainage and utility easements will not be modified. Location of the septic system, tank(s) and drain field absorption area (if applicable), and any electrical services to the residence or accessory structures must also be identified.
- ☐ **One set of plans and/or specifications** for the pool (indicating design, size, depth, liner type, pool heater types and specifications, and pool capacities).
- ☐ **Supplemental worksheet** included with this handout.
- ☐ **The manufacturer's installation instructions** for the pool.
- ☐ **Additional information** may be required by the plan reviewer

PERMIT CARD AND APPROVED PLANS (throughout the project) shall be:
POSTED prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector.

INSPECTION REQUIREMENTS:

Inspections **MUST** be scheduled during office hours **AT LEAST** one business day prior to inspection. If a specific date and time is required, additional notice may be needed. Failure to cancel a scheduled inspection may result in a reinspection fee.

- **Office Hours:** Monday - Friday • 8:00 a.m. - 4:30 p.m.
- **Phone:** (952) 442-7520 or (888) 446-1801

Inspections: (Refer to your permit card regarding project-specific inspections.) **The manufacturer's installation instructions must be available at all inspections.**

- **Site Inspection:** Prior to excavation for in-ground pools; prior to erection of above-ground pools. Property lines must be clearly marked, and, if excavating, Soil and Erosion Control measures must be in place.
- **Footings:** After pool walls are installed and braced and the hole has been excavated, but prior to pouring concrete (in-ground pools).
- **Final:** After all wiring, heating, plumbing, grading, pool decks, and enclosures have been completed and approved by the appropriate inspectors.

NOTICE: Construction or work for which a permit is required shall be subject to inspection by the Building Official, and such **construction or work shall remain accessible and exposed for inspection purposes until approved.** It is the responsibility of the permit applicant to be in attendance on site and provide access to the Building Official for all required inspections. If work is concealed and/or work is not complete at time of inspection, an additional inspection is required and a **reinspection fee may apply.**

Note: The State of Minnesota requires all residential building contractors, remodelers, roofers, plumbers, and electricians to obtain a state license, unless they qualify for a specific exemption. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit will be issued.

Note: To determine contractor requirements, or to check the licensing status of a contractor, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.

Note: For specific code requirements, contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: infoMN@safebuilt.com.

PROJECT CHECKLIST:

The following is a guideline to assist in compliance with the requirements of the MN State Building Code.

- ☐ The home address must be visible from the street.
 - ☐ BEFORE YOU DIG, contact Gopher State One Call to locate buried utilities: (651) 454-0002 or (800) 252-1166. www.gopherstateonecall.org.
 - ☐ Heaters shall be equipped with a readily accessible on-off switch that is mounted outside of the heater to allow shutting off the heater without adjusting the thermostat setting.
 - ☐ Gas-fired heaters shall not be equipped with constant burning pilot lights.
Heaters shall be installed in accordance with the manufacturer's installation instructions.
Oil-fired pool and spa heaters shall be tested in accordance with UL 726.
Electric pool and spa heaters shall be tested in accordance with UL 1261.
Time switches or other control methods that can automatically turn heaters and pumps on and off according to a preset schedule shall be installed on all heaters and pumps. Heaters, pumps and motors that have built in timers shall be deemed in compliance with this requirement.
Heated pools and in-ground permanently installed spas shall be provided with a vapor-retardant cover.
- Check your municipality ordinances for requirements related to swimming pools such as fences, barriers, covers, setbacks, etc.**

SUPPLEMENTAL WORKSHEET FOR ABOVE-GROUND SWIMMING POOLS

(This sheet **MUST** be included with your permit submittal)

The following information is required to be included with a Swimming Pool permit application:

1. Maximum depth of above-ground swimming pool: _____
2. Width of above-ground swimming pool: _____
3. Length of above-ground swimming pool: _____
4. Maximum number of gallons of water the swimming pool can hold: _____
gallons
5. Will any excavating be done at the bottom or sides of the pool so that part of the pool is below grade? Yes No
6. Will the swimming pool dis-assembled each year and re-assembled the following year: Yes No
7. If yes, will the swimming pool be re-assembled in the same location each year? Yes
No