

## 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. No 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:** (Please upload the following)

- **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: [info@mnspect.com](mailto:info@mnspect.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](http://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

## ***Supplemental Information for Building Permits Indigenous Mounds and Earthwork Sites***

*Indigenous burial mounds and/or earthwork sites have been discovered in and around the City of Mound. While many of the sites have been severely impacted by development over the years, they do receive protection under state law. **Penalties will be imposed for the unauthorized disturbance of indigenous sites.** Additional information may be obtained through the Minnesota State Archeologist.*

*Any formal investigation of a site, including a determination of whether a mound or burial area exists on a subject site, is the responsibility of the property owner or developer. The issuance of permits by the City of Mound to do work on a site does not relieve the owner or developer of that responsibility.*



# FENCES

The purpose of City Code Chapter 129-203 is to promote a pleasant physical environment and to protect the public and private property within the City by regulating the location, height, type of construction, and maintenance of all fences.

## **YOU MUST HAVE YOUR PROPERTY STAKES LOCATED AND EXPOSED BEFORE A PERMIT WILL BE ISSUED**

### **PERMITS REQUIREMENTS**

A permit is required anytime a new fence is constructed, or an existing fence is altered or moved.

### **DEFINITION OF FENCE**

A fence is defined for the purpose of this Ordinance, as any partition, structure, wall or gate erected as a dividing marker, barrier, or enclosure and located along the boundary or within the required yard.

### **REQUIRED INFORMATION WHEN APPLYING FOR A PERMIT**

- 1. A completed fence permit application **and** checklist.
- 2. Two copies of a Certificate of Survey of the property or an **accurate, scaled** drawing of the property indicating the following:
  - North arrow
  - Lot dimensions
  - Location of survey irons
  - Location of proposed and any existing fences
  - Fence height and type of material used to construct the fence
  - For lakeshore lots, a surveyor must locate the Ordinary High Water elevation
- 3. Locating the corner iron monuments is the responsibility of the property owner. The corner iron monument can be found by using a certified survey and a metal detector, or by contacting a registered land surveyor to re-establish the lot corners.

### **LOCATION OF FENCES**

The fence, including post holes and footings, shall be located in such a way that the entire fence is completely within the property line.

## CONSTRUCTION AND MAINTENANCE

Every fence is required to be structurally sound and constructed of a material reasonably suited to the purpose in which the fence is to be used. Every fence shall be maintained in a condition of reasonable repair and appearance by its owner and shall not be allowed to become and remain in a condition of disrepair, danger or constitute a nuisance.

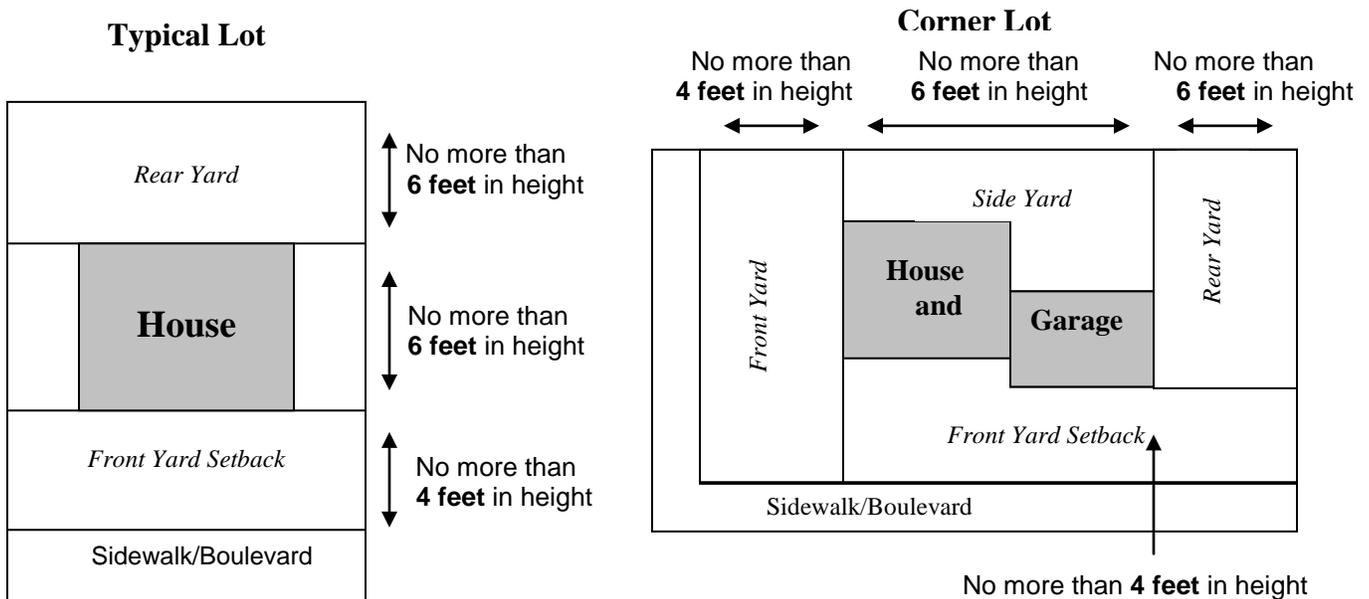
No electrical or barbed wire fences are allowed on private property in residential zones. Barbed wire may only be used in industrial districts as an anti-vaulting measure on top of a fence and shall not exceed 1 foot in height above the top of the fence.

All link fences shall have a top rail and be constructed in a manner that the barbed ends are at the bottom of the fence.

The side of the fence considered to be the face (the finished side having no structural supports) shall face the adjoining property or street right-of-way.

## RESIDENTIAL DISTRICT FENCES

In all single and two-family residential districts, fences shall have the following setbacks and height limitations:



### **Front Yard**

- Maximum height of four (4) feet above ground level within the required setback of the front face of the residential structure (either 20 or 30 feet from street side property line).

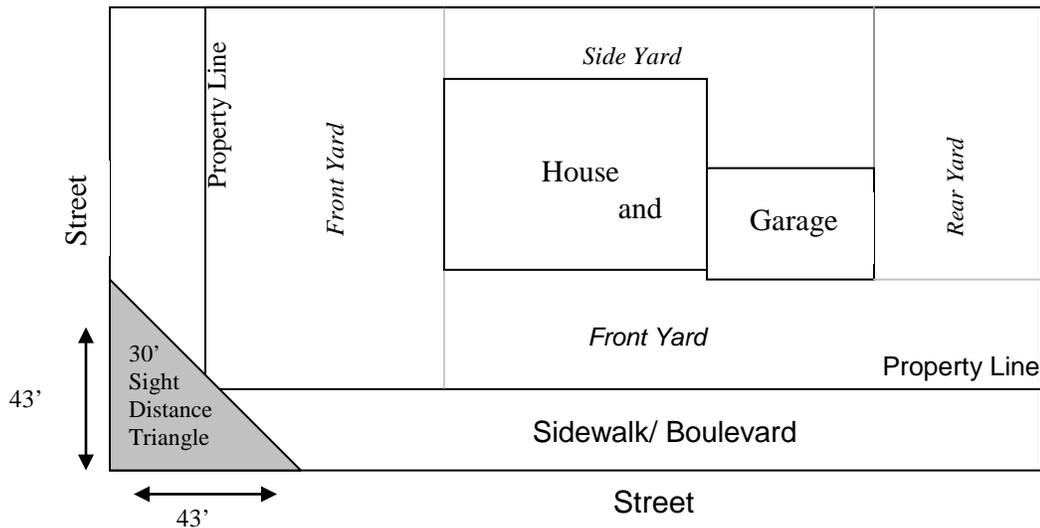
### **Rear and Side Yards**

- Maximum height of six (6) feet above ground level within the required setback of the rear and side faces of the residential structure.

## Corner Lots

The required front yard of a corner lot shall not contain any fence that may cause danger to traffic on a street or public road, by obscuring the view. On corner lots, no fences, structures, objects, plantings, etc. shall be permitted within the Sight Distance Triangle.

### The Sight Distance Triangle



### Calculating the Sight Distance Triangle

1. Stand at the corner of the lot and place a stake
2. Measure 43 feet away from corner on both sides
3. Stake both measurements
4. The three stakes will then create a triangle shape, this is the Sight Distance Triangle

## SHORELINE DISTRICT LAKESHORE SETBACK FENCES

Fences to be located within the fifty (50) foot lakeshore setback shall not exceed three (3) feet in height and shall remain a see-through visibility level equal to that of a chain-link type fence. All fence must be chain link in a color to blend with the natural surroundings of the setback area.

## COMMERCIAL AND INDUSTRIAL FENCES

In business and industrial zones, fences are allowed up to six (6) feet in height above the ground level with a Conditional Use Permit.

## INSPECTIONS REQUIRED

A final inspection is required when the fence is completed. Property markers must be visible for the inspector. Please call (952) 472-0614 to make an appointment. All inspection requests require a 24-hour notice.

**BEFORE YOU DIG...**  
**CALL "GOPHER ONE CALL" AT (651) 454-0002 or 811**  
**They will locate your underground utilities for safer digging!**

# Mound City Code Excerpt – Section 129-203

## Sec. 129-203. Fences.

Fencing shall be permitted in all zones subject to the following:

- (1) *General requirements.*
  - a. No person shall erect, construct or place any fence without first making an application for and securing a building permit.
  - b. The building official may require fence permit applicants to establish property boundary lines by a survey completed by a registered land surveyor. In all cases, the city shall not be liable for the establishment or definition of property lines.
  - c. Chain link fences not exceeding ten feet in height shall be permitted to enclose tennis courts.
- (2) *Construction and maintenance.*
  - a. All fences shall be constructed of durable, weather resistant materials and properly anchored. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair, danger or constitute a nuisance. Fences in a state of disrepair or deemed to be a nuisance may be abated by the city by proceedings taken under Minn. Stats. ch. 429, and the cost of abatement, including administration expenses, may be levied as a special assessment against the property upon which the fence is located.
  - b. Electric fences and barbed wire fences are prohibited except that barbed wire may be used in industrial districts as an anti-vaulting measure on top of a fence that equals six feet in height. In such cases, barbed wired shall not exceed the height of one foot above the top of the fence.
  - c. In all districts, fences shall consist of materials comparable in grade and quality to the following:
    1. Chain link;
    2. Wood;
    3. Wrought iron;
    4. Vinyl;
    5. Plastic;
    6. Decorative masonry; or
    7. Other acceptable similar material, constructed from commercially available materials.

Wooden fences shall not be constructed from twigs, branches, doors, siding or other wooden products originally intended for other purposes.
  - d. Fences shall in no way detain or inhibit the flow of surface water drainage to and from abutting properties.
  - e. Front yard fences shall be designed and constructed in such a manner so as not to unreasonably obscure the sight distance of vehicles accessing the street from driveways on the subject property or from adjacent properties.

- f. Fence heights shall be measured from the adjoining natural ground. Fences installed on top of retaining walls shall be limited to a maximum of 42 inches in residential zones.
  - g. All fenced areas shall be accessible through at least one gate having a minimum width of three feet.
  - h. All chain link fences shall have a top rail, barbed ends shall be placed at the bottom of the fence and posts shall be spaced at intervals not to exceed eight feet. For wooden fences, post spacing shall not exceed eight feet.
  - i. Fences shall be installed such that the finished side faces abutting properties. The finished side shall be the side that provides maximum coverage of posts and stringers. Board-on-board, basket-weave fences, and similar design shall be deemed to have two finished sides.
- (3) *Residential district fences.*
- a. Front yard fences may be solid or open and shall not exceed four feet in height.
  - b. Rear and side yard fences located behind the front yard setback line may be solid or open and shall not exceed six feet in height.
  - c. Fences shall be required around swimming pools in conformance with section 129-196(b)(1)c.
- (4) *Business and industrial district fences.*
- a. Fences in industrial districts shall not exceed six feet in height.
  - b. Fences in commercial districts not exceeding four feet in height may be permitted in front of the front building line as established by the primary structure on the lot. Fences in commercial districts not exceeding six feet in height are permitted at or behind the front building line as established by the primary structure on the lot.
  - c. Fences not exceeding six feet in height may be permitted in front of the front building line as established by the primary structure on the lot when required for screening of adjacent residential uses or as required for other provisions of this chapter including, but not limited to, dumpsters, off-street parking and loading areas or as required by other rules and/or regulations.
- (5) *Shoreland district lakeshore setback fences.* Fences to be located within any portion of the 50-foot principal structure lakeshore setback shall not exceed a maximum of three feet in height and shall maintain a see-through visibility level equal to that of a chain link type fence. All fence materials must be treated so as to blend with the natural surroundings of the setback area.

(Code 1987, § 350.475; Ord. No. 61-1993, § 350.475, 2-23-1994; Ord. No. 15-2005, 9-4-2005; Ord. No. 11-2007, 9-25-2007)



**Fence Permit Application**  
**City of Mound, 2415 Wilshire Boulevard, Mound, MN 55364**  
**Phone: (952) 472-0607 Fax: (952) 472-0620**

**Note: Any information supplied on this form will be considered public according to the Minnesota Government Data Practices Act.**

|                   |   |
|-------------------|---|
| <b>SITE</b>       | Property Address _____  |
| <b>OWNER</b>      | Name _____<br>Address _____ City/State/Zip _____<br>Phone _____ Email _____   |
| <b>CONTRACTOR</b> | Company Name _____ License# _____<br>Contact Person _____<br>Address _____<br>City _____ State _____ Zip _____<br>Phone _____ Email _____ |

**TYPE OF FENCE:**

- Board or Picket     Wrought Iron  
 Chain Link         Split Rail  
 Other \_\_\_\_\_

**THE FENCE IS**    Solid    Open

**FENCE HEIGHT (including posts):**

- Front Yard \_\_\_\_\_  
 Side Yard \_\_\_\_\_  
 Rear Yard \_\_\_\_\_  
 Lakeshore \_\_\_\_\_

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.

Applicant is:     Owner     Contractor

\_\_\_\_\_ **X** \_\_\_\_\_  
**PRINT APPLICANT'S NAME                      APPLICANT'S SIGNATURE                      DATE**

**(OFFICE USE ONLY) SPECIAL CONDITIONS & COMMENTS:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

|                    |              |        |          |
|--------------------|--------------|--------|----------|
| RECEIVED BY & DATE |              | COPIED | APPROVED |
| PLANS CHECKED BY   | ZONING       |        |          |
| APPROVED BY & DATE | PUBLIC WORKS |        |          |

## CHECKLIST

This checklist must be uploaded, along with the site plan

### Questions to Answer Before Applying for a Fence Permit

#### Yes or No

1. Do you have your property stakes located and exposed?
2. Is your fence permit application complete?  
(Application is attached to back of packet)
3. Do you have two copies of a Certificate of Survey of the property or an **accurate, scaled** drawing of the property?
4. Will the fence be built in the front yard? (If yes, the maximum height of the fence shall not exceed 4 feet in height)
5. Will the fence be built in the rear or side yard?  
(If yes, the maximum height of the fence shall not exceed 6 feet in height)
6. Is this property a corner lot?  
(If yes, no fence shall be built within the Sight Distance Triangle)
7. Does this property abut lakeshore or commons property?  
(If yes, the maximum height of the fence within the 50 foot lake setback area, shall not exceed 3 feet in height)
8. Is the property located in a commercial or industrial area?
9. Does the fence enclose a pool or spa?  
(If yes, see pool ordinance in Section 129-196.)
10. Is the fence being constructed on a retaining wall?
11. Is there a fire hydrant located within 6 feet of the proposed fence?

\* All heights are measured from the ground level.



# HARDCOVER CALCULATIONS

## (IMPERVIOUS SURFACE COVERAGE)

|                   |
|-------------------|
| PROPERTY ADDRESS: |
|-------------------|

|               |
|---------------|
| OWNER'S NAME: |
|---------------|

LOT AREA \_\_\_\_\_ SQ. FT. X **30%** = (for all lots) .....

LOT AREA \_\_\_\_\_ SQ. FT. X **40%** = (for Lots of Record) .....

\* Existing Lots of Record may have 40 percent coverage provided that techniques are utilized, as outlined in Zoning Ordinance Section 129-385 (see back). A plan must be submitted and approved by the Building Official.

|  | LENGTH |   | WIDTH |   | SQ FT |  |
|--|--------|---|-------|---|-------|--|
| HOUSE  | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
| TOTAL HOUSE .....  |        |   |       |   |       |  |
| DETACHED BUILDINGS<br>(GARAGE/SHED)  | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
| TOTAL DETACHED BUILDINGS.....  |        |   |       |   |       |  |
| DRIVEWAY, PARKING<br>AREAS, SIDEWALKS,<br>ETC.   | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
| TOTAL DRIVEWAY, ETC .....  |        |   |       |   |       |  |
| DECKS Open decks (1/4" min.<br>Opening between boards) with a<br>pervious surface under are not<br>counted as hardcover. | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
| TOTAL DECK .....   |        |   |       |   |       |  |
|  | _____  | X | _____ | = | _____ |  |
|  | _____  | X | _____ | = | _____ |  |
| TOTAL OTHER .....  |        |   |       |   |       |  |

**TOTAL HARDCOVER / IMPERVIOUS SURFACE**.....

UNDER / OVER (indicate difference) .....

PREPARED BY \_\_\_\_\_ DATE \_\_\_\_\_

## **SUMMARY OF HARDCOVER RULES**

Excerpts from the Mound Zoning Ordinance

### **Section 129-2 Definitions**

Impervious cover means any surface impervious or resistant to the free flow of water or surface moisture. The term "impervious cover" shall include, but not be limited to, all driveways and parking areas whether paved or not, tennis courts, sidewalks, patios and swimming pools. Open decks (one-quarter-inch minimum opening between boards) shall not be counted in impervious cover calculations.

Lot area, minimum, means the area of a lot in a horizontal plane bounded by the lot lines, but not including any area below the ordinary high-water level as determined by the city or department of natural resources. (The ordinary high-water level for major lakes in the city: Lake Minnetonka = 929.4; Dutch Lake = 939.2; Lake Langdon = 932.1.)

### **Section 129-196 Requirements applicable to all residential districts**

(a) Lot coverage. Impervious surface coverage of lots in residential zones shall not exceed 30 percent of the lot area. On existing lots of record, impervious coverage may be permitted to up to a maximum of 40 percent consistent with the provisions identified in section 129-385(g)(2)a.

### **Section 129-385 Zoning - Shoreland Management**

(2) Specific standards.

- a. Impervious surface coverage of lots in residential zones shall not exceed 30 percent of the lot area. On existing lots of record, impervious coverage may be permitted by a maximum of 40 percent providing that the following techniques are utilized as applicable:
  1. Impervious areas should be drained to vegetated areas or grass filter strips through the use of crowns on driveways, direction of downspouts on gutters collecting water from roof areas, etc.
  2. Dividing or separating impervious areas into smaller areas through the use of grass or vegetated filter strips such as the use of paving blocks separated by grass or sand allowing infiltration.
  3. Use grading and construction techniques which encourage rapid infiltration such as the installation of sand or gravel sump areas to collect and percolate stormwater.
  4. Install berms to temporarily detain stormwater thereby increasing soil absorption.
- b. Impervious surface coverage in lots in the business and industrial zones shall not exceed 30 percent of the lot area. In business and industrial zones that are included within areas covered by an approved stormwater management plan, impervious surface coverage shall not exceed 75 percent of the total lot area.