

What to Do When Waiting For the Permit to Be Issued

Once you have submitted your application we will review your submission as quickly as we can. We are aware of the importance to you in obtaining the permit quickly. Please make yourself available at the telephone number you provided at the time of application to ensure we can contact you should we require any clarification of your submission.

What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes during or before construction must be submitted to the Building Section for review and additional fees may be applicable.

An inspection is also required during construction to ensure that all work is done in accordance with the approved plans.

Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, T.E.S. Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule will result in not being permitted to occupy or use the pool.

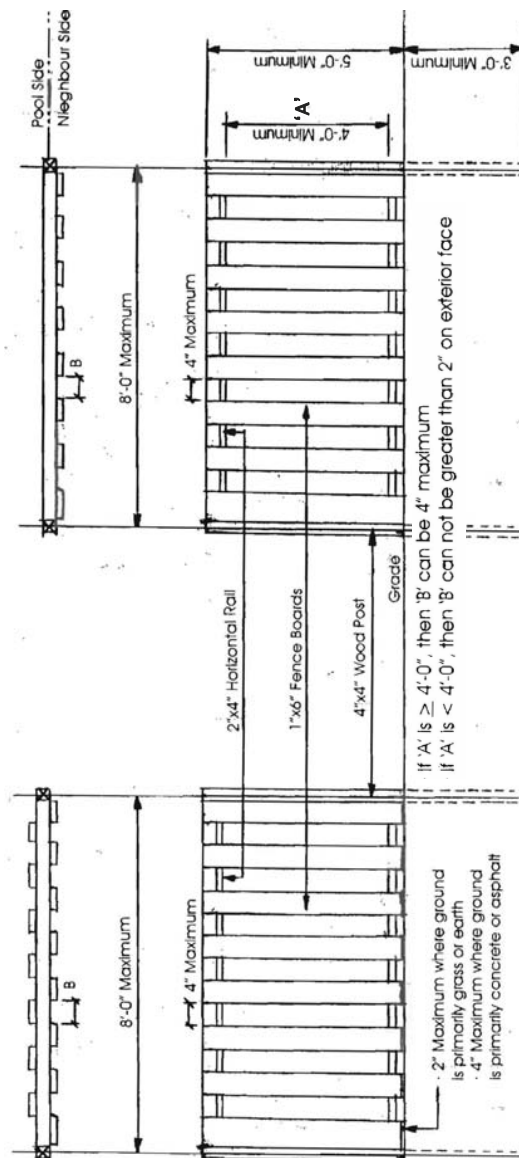
For inspection call 905-688-5601, Extension 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of St. Catharines T.E.S. department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601 extension 1660 and someone would be happy to answer any question.

This brochure is intended as a guide only to assist the public with understanding the processes in place.

The complete current By-laws of the City of St. Catharines will take precedence over the general information provided in this brochure.

Example Wood Fence



City of St. Catharines
P.O. Box 3012, 50 Church Street
St. Catharines, ON L2R 7C2
Phone (905) 688-5600 ext. 1660
TTY 905-688-4TTY (4889)
Fax (905)641-4450
www.stcatharines.ca

October 2009



Building Section

Transportation & Environmental Services Department
T.E.S.

A Guide for Pool Permits and Fence Enclosure Permits



A Guide for Pool Permits

When planning to construct a pool whether it be an inground or above ground pool this guide will assist you the homeowner, when a permit is required and what is required for the permit application and any zoning regulations governing the construction of these structures.

When and Why a Permit Is Required

In general a pool enclosure permit is required for all inground pools and above ground pools capable of holding water more than 23 5/8" deep at any given section of the pool. In addition, decks around above ground pools may require a permit and you should refer to "Guide for Constructing Porches and Decks".

Permits are necessary to ensure zoning requirements, compliance with the Ontario Building Code for structural and safety standards and to comply with any other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction.

Constructing a pool without a permit can result in numerous problems including:

- Complaints from neighbours
- Not conforming with the zoning and fencing By-Laws
- Difficulty selling the property
- Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not complying to the zoning or fencing By-laws
- Extra cost in having to reconstruct the structure according to zoning and fencing By-laws
- Creating drainage problems due to disturbing grades

What is the Cost to Apply for a Pool Enclosure Permit?

The cost for a pool enclosure permit is \$100.00. There also may be a sidewalk damage deposit if a city sidewalk is located in front of your property.

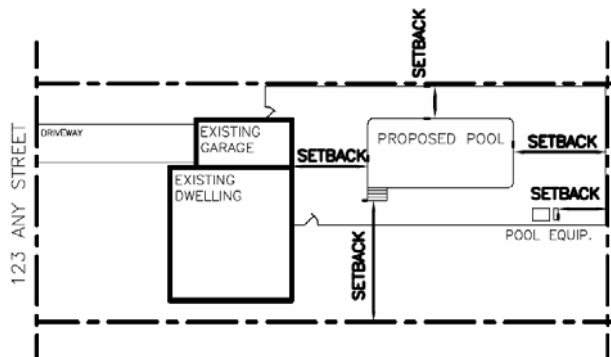
The City of St. Catharines pool enclosure By-law and Zoning By-Laws contain regulations governing location of pools and fence requirements around privately owned pools.

Location: For information on the minimum setbacks from property lines for swimming pools please contact a Zoning Technician in the Transportation and Environmental Services department at (905) 688-5601 ext 1660.

Fence and Gate Requirements: All required fence and gates shall have a minimum height of 5' above grade. They shall also maintain a maximum of 2" clearance under the required fence if the ground is primarily grass or earth and 4" minimum if the ground is primarily concrete or asphalt. Fence posts must be a min 3'-0" below grade and treated with a wood preservative. Gates shall be self-closing and equipped with a self-latching device placed at the top and inside of the gate with a minimum distance of 4 feet above grade. (Refer to example of required fence drawings on the back for more information)

Pool Enclosure By-Law 2006-26

A complete copy of the By-law 2006-26 is available at the T.E.S. department or downloaded at the City of St. Catharines website under By-laws www.stcatharines.ca (→Quick Links →By-Laws →2006-26)



Example Site Plan

Applying For a Permit

Applications for a pool enclosure permit are available at the City of St. Catharines Transportation and Environmental Services Department or downloaded at the City of St. Catharines website www.stcatharines.ca (→Quick Links →Forms and Downloads→ Standard Building Permit Application)

With the submission of an application you will be required to submit two (2) copies of detailed fence construction drawings & site plan and the required pool permit fees and deposit. Pool permits may be applied for by a property owner or by an agent on behalf the owner, such as the contractor or designer.

Required Drawings

Two (2) complete copies of detailed fence drawings are required with the submission of an Application. A complete detailed site plan and elevation drawing of the surrounding fences must be submitted. All applications are subject to approval from hydro.

The following must be shown on the site plan:

- North arrow
- Scale
- Easements
- Street names
- Lot dimensions
- Location of fence enclosure and gates
- Setbacks to all property lines at the proposed pool location & square footage of all buildings on the lot

The following must be shown of the fence elevation

- Spacing between posts
- Spacing between vertical boards
- Spacing between horizontal rails
- Height of fence
- Depth of posts in the ground
- Indicate which side of the fence is the pool side and neighbour side

If a deck for an above ground pool is to be constructed, drawings for the deck must be submitted with the pool permit application.

City of St Catharines "Site Plan" and "Guidelines for Decks" are available at the City of St. Catharines T.E.S. Department or downloaded at the City of St. Catharines website.