

City of Dearborn

Swimming Pool Application Requirements

A permit is required for any swimming pool or recreational bathing that contains water over 24 inches deep. This includes in-ground, above ground and on-ground swimming pools, spas and hot tubs, or temporary/seasonal/inflatable pools. Temporary/seasonal inflatable pools only require a one time permitting and inspection approval and can be re-established in following years when re-installed in the approved locations per the approved permit site plan. Any alterations from the approved plan will require a new permit and inspections.

The following documentation is required in addition to your application:

1. Three copies of a current site plan or mortgage survey are required (1/16 inch = 1 foot or 1 inch = 20 feet) showing the following:

- All buildings with dimensions, All structures with dimensions
- All property lines and easements with dimensions
- Distance between the proposed pool and all other buildings and structures
- Distance between the proposed pool and side & rear property lines is Min. 3 feet.
- Distance between the proposed pool and overhead utility lines (minimum distance of 10 feet from all overhead wires measured from the outside perimeter of the pool to a point directly underneath the overhead wires)
- Pool barriers (Barriers must comply 2015 Michigan Residential Code section R326.1 & shall conform to the International Swimming Pool & Spa Code) (www.cityofdearborn.org)
- A sample site plan is also available on line at: (www.cityofdearborn.org)

2. Three sets of drawings (1/4 inch = 1 foot) shall be submitted showing the following:

Above-Ground Pool

- Depiction of finished pool per manufacturer's specifications
- All manufacturer's specifications for all equipment connected to pool

Below-Ground Pool

- How pool will be constructed
- Electrical plan (all electrical systems for pool and related equipment shall be protected with a ground-faulty interrupter per the National Electric Code)
- Plumbing plan
- All manufacturer's specifications for all equipment connected to pool

3. A copy of the signed contract for the construction project shall be submitted.

4. Documentation of Property Owner Association and/or a Historical District Review and approvals shall be submitted, if required.

(continued)

* Residential contractors must have a valid State of Michigan Residential Builder or Residential Maintenance & Alteration license and be registered with the City of Dearborn.

* Commercial contractors must have a valid Commercial Builder or Commercial Maintenance & Alteration registration with the City of Dearborn.

* Applicant must pick up the permit in person or a notarized letter of authorization signed by a qualifying officer of the company or homeowner must be submitted.

* Permit fees are based on construction values (minimum permit fee of \$80 plus a minimum of \$15 plan review fee and permit processing fee of \$40).

* An Electrical Permit, a Plumbing Permit and an HVAC Permit may also be required to complete your project.

* A Building Permit is required for a deck structure.

City of Dearborn Zoning Ordinance requirements:

- A minimum 3 foot side & rear yard setback is required
- Only one detached accessory structure is allowed per site
- Total of all buildings and structures cannot exceed 35% of the total site square footage

The following inspections are required for a Pool Permit:

Inspections are scheduled by calling (313) 943-2400

Residential Pool Permit

In Ground-

119 Re-steel inspection after electrical ground inspection and underground plumbing inspection

#113 Pool deck inspection before concrete

Above Ground - #157 Pool barrier/pool use approved

Commercial Pool Permit

219 Re-steel inspection after electrical ground inspection and underground plumbing inspection

#213 Pool deck inspection before concrete

#257 Pool barrier/pool use approved

Homeowners are discouraged from obtaining permits on behalf of a contractor. The City of Dearborn addresses Ordinance and State Code compliance with the permit holder regardless of who holds the permit.



City of Dearborn
PERMIT & PLAN REVIEW OFFICE
 16901 Michigan, Suite 7, Dearborn, MI 48126
 313-943-2442

Date Submitted _____
Application No. _____
Clerk _____

SWIMMING POOL PERMIT APPLICATION

SITE ADDRESS					
DESCRIPTION OF PROPOSED WORK					
<input type="checkbox"/> Above-Ground Pool <input type="checkbox"/> In-Ground Pool					
WIDTH	LENGTH	DEPTH	WALL HEIGHT	WALL CONSTRUCTION	FLOOR CONSTRUCTION
CONSTRUCTION VALUE					
\$					

CONTRACTOR INFORMATION (or Home Owner)	
PRINT NAME	SIGNATURE
ADDRESS	TELEPHONE NO.
STATE LICENSE OR CITY REGISTRATION NO.	EXPIRATION DATE
WORKER'S DISABILITY COMPENSATION INSURANCE CARRIER (OR REASON FOR EXEMPTION)	
EMPLOYER IDENTIFICATION NUMBER (OR REASON FOR EXEMPTION)	
MESC EMPLOYER NUMBER (OR REASON FOR EXEMPTION)	
PROPERTY OWNER INFORMATION/AFFIDAVIT	
I do hereby certify that I am the owner of the property herein described and that I have given the applicant herein named permission to perform the work described in this application:	
NAME	
ADDRESS	PHONE NUMBER
SIGNATURE OF PROPERTY OWNER	

(continued)

APPLICANT INFORMATION/AFFIDAVIT (If not the contractor)	
Application is hereby made for a permit to perform work described in this application and the accompanying drawings, which are a part of this application. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.	
NAME _____	
ADDRESS _____	E-MAIL ADDRESS _____
PHONE NUMBER _____	FAX NUMBER _____

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work in a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT	
Subscribed and sworn to before me this _____ day of _____, _____	
_____	My commission expires _____
Notary Public, Wayne County, Michigan	

***NOTE: Permit Applications and related construction documents are valid for 180 days. Pursuant to the State of Michigan Building Code, if a permit is not issued within 180 days after the date of submittal, the proposed work shall be deemed to have been abandoned. Permit applications and related documents will be void and destroyed.*

FOR OFFICE USE ONLY

- 3 Sets of Site Plan or Mortgage Survey
- 3 Sets of Drawings
- Signed Contract
- Neighborhood Association / Historical District Review
- Property Owner Verified
- Contractor Registration Verified

Parcel ID Number _____

Staff Initials _____

Plan Reviewer _____

Date Approved/Denied _____

Plan Fee \$ 15

Processing Fee \$ 42

Permit Fee \$ _____

PAY THIS AMOUNT \$ _____