



SWIMMING POOL HANDOUT

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The following information is provided as a general guide for single-family and two-family residential properties and is only a summary of City Code and State Building Code requirements.

WHEN IS A BUILDING PERMIT REQUIRED?

A building permit is required for the construction, alteration, or remodel of any permanent above ground or in ground pool or special purpose pool (e.g., hot tub, swim spa) with 5,000 gallons or more capacity and 24 inches or more in depth. A temporary pool with less than 5,000-gallon capacity stored from October 1 to May 1 does not require a building permit.

PERMIT APPLICATION SUBMITTAL REQUIREMENTS

The following items must be submitted with your building permit application for a **permanent in ground swimming pool**:

1. Completed Residential Contact Form.
2. An updated Certificate of Survey signed by a MN licensed and registered land surveyor, including the following:
 - Legal description and address
 - Scale bar and north arrow
 - Lot dimensions and lot size
 - Property lines and location of all easements of record
 - Existing and proposed grades with drainage arrows or contours and finished elevation of pool
 - Location of existing utilities, septic systems, wells, stormwater pond, wetland, buffers, and similar features
 - Location of existing structures, decks, porches, patios, retaining walls*, accessory structures, sidewalks/trails, and similar features
 - Location and dimensions of proposed swimming pool, pool deck, and pool equipment
 - Location of proposed retaining walls with top of wall and bottom of wall elevations noted
 - Type and location of fencing and self-closing, self-latching gates
 - Location of backflush and drainage outlets
 - Detailed calculation of existing and proposed impervious surfaces
 - Location of closest point of residential structures on abutting properties
 - Location, side, and type of significant trees per Chapter 102
 - Other information as required by staff

*A separate building permit is required for proposed retaining walls that exceed 4 feet in height.

3. Pool construction plans, specifications and data relative to the proposed design, operation and maintenance.
4. As-Built Survey by MN licensed and registered surveyor required to be submitted prior to final inspection.

Applications for a **permanent above ground swimming pool** shall include 1. and 3. above as well as a site plan that is to scale using a survey by a licensed and registered surveyor as a base noting the items listed in 2. above. If a survey is not available, the Zoning Administrator can require a new survey be submitted.

Applications for a **special purpose pool** shall include 1. and 3. above and shall note the dimensions to surrounding structure(s).

MINIMUM BUILDING REQUIREMENTS

- Swimming pool heaters shall have approved pressure relief valves.
- Gas piping shall meet the current MN State Fuel Gas Code.
- A separate permit is required for electrical work from the [State of MN Department of Labor and Industry](#).

Pool Capacity Examples

SIZE	DEPTH	GALLONS
10' Diameter	30"	1,158
14' Diameter	36"	2,725
16' Diameter	52"	5,101
20' Diameter	48"	5,264
10' W x 16' L	36"	3,600
10' W x 16' L	48"	4,800
9' W x 18' L	52"	5,225
12' W x 24' L	52"	9,299

Other pool volume calculators are available online.

- Construction of pools shall avoid hazard, damage, or considerable inconvenience to adjacent property.

BARRIER

- All private swimming pools and special purpose pools for which a building permit is required shall be enclosed by an approved barrier to prevent children from gaining uncontrolled access.
- The barrier shall be at least 4 feet in height no more than 4 inches from the ground nor shall any opening be larger than 4 inches and constructed to not be easily climbable.
- All gates and doors shall be equipped with self-closing and self-latching devices placed at a height inaccessible to small children.
- Fencing material must consist of non-corrosive material. Please refer to the Fence Handout for additional requirements.
- The following are exceptions to the fencing requirements:
 1. Fencing is only required around the ladder or entrance to a permanent above ground swimming pool if the pool walls are at least 4 feet in height from ground around the entire pool perimeter.
 2. Special purpose pools with a locking safety cover which complies with ASTM Standard F 1346 91 provided the cover is locked at all times when it is not in use.
 3. Temporary swimming pools with walls at least 4 feet in height provided the only access is by a removable ladder, ramp, or stairs which are removed when the pool is not in use.
- An approved temporary barrier must be installed prior to the footing inspection. Construction access no greater than 16 feet wide must be blocked off with an approved temporary barrier during all periods when construction is not occurring.

LOCATION AND SETBACKS

- Swimming pools shall not be located in any required front yard or side corner yard and shall meet the minimum front yard setback from all lot lines abutting a street. Pools must be at least 5 feet from side property lines and 8 feet from rear property lines. Pool mechanical equipment shall be located 8 feet from any lot line.
- Swimming pools may not be located within 6 feet of a principal structure or frost footing and shall be located 10 feet from underground or aboveground utility lines.
- Pools and pool aprons/decking are not allowed in any required easement or buffer.

IMPERVIOUS SURFACES

Generally, the maximum impervious surface is limited to 35% of the total area of a residential lot but can vary depending on the development and proximity to a protected water body. Impervious surface areas include rooftops, patios, concrete, pools, and all other hard surfaces on your property that prevent rainwater from naturally soaking into the ground.

OTHER

- Erosion control must be in place before footing inspection and must remain in place throughout the project.
- Pool water drainage and back-flush water can only be directed onto your own property and cannot drain onto adjacent property or public drainage ways. MPCA Swimming Pool and Hot Tub Water Discharges Best Management Practices should be followed.
- Contact Gopher State One Call at least 48 hours before excavating to locate utilities via their Online Location Request System or by calling 811 or 1-800-252-1166.
- Any changes or alterations to the City approved permit plans must be reviewed for compliance beforehand.

REQUIRED INSPECTIONS

- 1. Pool Footing and Temporary Fence Inspection.** Before pouring concrete when pool has been dug and forms have been erected. Erosion control must be in place before inspection.
- 2. Gas Line Air Test.**
- 3. Electrical.** State electrical final must be signed off prior to final inspection.
- 4. Final Inspection.** After pool is completed, pool barrier is installed, turf re-established, and As-Built approved.