

# Department of Building, Planning and Development

Auburn City Hall, Second Floor, 210 South Cedar Street, PO Box 506, Auburn, Indiana 46706-0506  
260.925.6449 phone | 260.920.3342 fax | bpd@ci.auburn.in.us | [www.ci.auburn.in.us](http://www.ci.auburn.in.us)

## General Requirements for Swimming Pools

A property owner or authorized representative must apply for a Permit to install or assemble a swimming pool. **If you are not the property owner, you must obtain a letter from the property owner authorizing you to install or assemble a swimming pool.**

<b><u>Permits Fees:</u></b>	<b>Above-Ground Pool</b>	<b>\$25.00</b>
	All above ground swimming pools with a water depth of 42 inches or greater require a pool permit.	
	<b>In-Ground (Permanent)</b>	<b>\$75.00</b>

### **FOR ALL SWIMMING POOLS:**

Compliance with City of Auburn zoning codes is required, including but not limited to:

1. Minimum setback distances for pools from property lines, by zoning district, measured from property lines:
  - a. Front Yard: Setbacks vary by district and street classification; see § 150.330(A) for setbacks.
  - b. Side Yard: R-1 = 10 ft.; R-2 = 8 ft.; R-3 = 10 ft.; C-1 = 10 ft.; C-2 = 10 ft.
  - c. Rear Yard: All districts = 5 ft. as long as it is not located within an easement.
2. Minimum spacing for pools between the house and any accessory building (e.g., pool house) is 10 ft.
3. The pool and any fences or other structures cannot be located in a utility easement or floodplain, unless by consent of the city's Board of Public Works and Safety or the state's Department of Natural Resources, respectively and the Board of Zoning Appeals by public hearing.
4. Contact the city's Department of Building, Planning and Development at 260-925-6449 to discuss specific installation details with one of the building inspectors. Some general guidelines include:
  - a. Do not place the pool over, under or near electrical wires. Underground electrical wiring must be 5 ft. or more from any part of the pool, and overhead electrical wires must be 10 ft. or more from any part of the pool.
  - b. Do not install your pool over any other utility lines. Future access is compromised and may be impossible in an emergency.
  - c. Contact the Indiana Underground Plant Protection Service at 800-382-5544 or 811 at least three (3) working days before you install your pool or other accessory structures and ask them to locate and mark your utilities.
  - d. Check with your homeowner's association and/or read the covenants and restrictions for your housing development to be certain that you are in compliance with their requirements. The City of Auburn does not enforce covenants and restrictions, but your homeowner's association or fellow homeowners may enforce them.

### ***RULES FOR ABOVE-GROUND (NON-PERMANENT) SWIMMING POOLS: (a pool that may be readily disassembled)***

1. A City of Auburn Fence Permit is required to install an above-ground pool 42 inches or greater in depth. Additional permits are required for decks, covered patios, sunrooms, accessory buildings, or plumbing and electrical work.
2. Fence Criteria for Above-Ground Pools:
  - a. No fence is required for above-ground pools which are less than 42 inches in depth.
  - b. All above ground swimming pools with a water depth of at least 42 inches require a pool permit:

- i. The pool must have a rigid solid wall frame at least four (4) feet high AND have a locking or removable ladder. The locking ladder must be elevated above the pool when in the locked position. The removable ladder must be stored in a secure environment, away from the pool when not in use, OR
- ii. A four (4) foot high fence with locking gate must be installed surrounding the pool, OR
- iii. The pool must include a deck or rail system with a locking gate where the height of the pool walls and the deck or rail system are at least four (4) feet high, ALSO
- iv. The perimeter around the outside pool walls must be kept clear of all objects which could serve as a climbing apparatus with which to gain entrance to the pool.

**See 675 IAC 14-4.3-296 Safety features below**

- c. Depending on location, the fence may be as tall as 6 ft. Contact the Department of Building, Planning and Development at 260-925-6449 for details.
3. All work for which a city permit is required must be inspected and approved by a city building inspector prior to using the pool.

***RULES FOR IN-GROUND (PERMANENTLY INSTALLED) SWIMMING POOLS: (a pool constructed in the ground or in a building in such a manner that the pool cannot be readily disassembled)***

- 1. A City of Auburn Swimming Pool Permit is required to install a permanent pool, and required for any fences, decks, covered patios, sunrooms, accessory buildings, and plumbing and electrical work.
- 2. The fee for an in-ground swimming pool is seventy-five dollars (\$75). This does not include the electrical permit fee for pool bonding.
- 3. All work must be inspected and approved by a city building inspector prior to receiving a Certificate of Occupancy to use the pool.
- 4. The State of Indiana regulates the installation and maintenance of permanent residential swimming pools. See the Indiana Administrative Code, Title 675, Article 14 "One and Two Family Dwelling Code – Swimming Pools Code" (675 IAC 14) for the entire set of regulations. The following excerpt from the Indiana Administrative Code concerns only safety features:

**STATE DEFINITION:**

"Swimming pool" means any artificial basin of water constructed, modified, or improved for wading, swimming, or diving. The term does not include artificial lakes. The term includes the following:

- (i) "Swimming pool, in-ground" means any pool whose sides rest in partial or full contact with the earth.
- (ii) "Swimming pool, on-ground" means any pool whose sides rest fully above the surrounding earth.
- (iii) "Swimming pool, residential" means any in-ground pool or on-ground pool capable of a water depth greater than forty-two (42) inches (one thousand sixty-seven (1,067) mm), and all pools installed inside a residence, regardless of water depth, whether or not served by electrical circuits of any nature, and which is intended for noncommercial use as a swimming pool by not more than two (2) owner families and their guests.

**675 IAC 14-4.3-296 Safety features**

Sec. 296. Section S4226 Safety features is added as follows:

- (1) S4226.1 A residential pool shall be provided with a suitable handhold around its perimeter in areas where depths exceed three (3) feet six (6) inches. Handholds shall be provided no further apart than four (4) feet and shall consist of any one (1) or a combination of items listed as follows:
  - (A) Coping, ledge, or deck along the immediate top edge of the pool that provides a slip-resisting surface of at least four (4) inches minimum horizontal width and located at or not more than twelve (12) inches above the waterline.
  - (B) Ladders, stairs, or seat ledges.
  - (C) A secured rope or railing placed at or not more than twelve (12) inches above the waterline.
- (2) S4226.2 Rope anchor devices shall be installed at a minimum of one (1) foot and a maximum of two (2) feet on the shallow end side of a point of change in floor slope. In pools where the slope change occurs in water depths less than four (4) feet six (6) inches, a transition rope supported by buoys shall be installed.
- (3) S4226.3 Access to residential pools shall be restricted by one (1) of the following means:

- (A) Walls or fencing not less than four (4) feet high and completely surrounding the pool and deck area with the exception of self-closing and latching gates and doors, both capable of being locked.
  - (B) Other means not less than four (4) feet high and deemed impenetrable by the enforcing authority at the time of construction and completely surrounding the pool and deck area when the pool is not in use.
  - (C) A combination of clauses (A) and (B) that completely surrounds the pool and deck with the exception of self-closing and latching gates and doors which are capable of being locked. This applies to clauses (A) and (B) and this clause only.
  - (D) A power safety pool cover that:
    - (i) shall provide a continuous connection between the cover and the deck, so as to prohibit access to the pool when the cover is completely drawn over the pool;
    - (ii) shall be mechanically operated such that the cover cannot be drawn open or retracted without the use of a:
      - (AA) key; or
      - (BB) key and switch; or
      - (CC) touch pad with a personal access code;
    - (iii) is installed with track, rollers, rails, guides, or other accessories necessary to accomplish items (i) and (ii), in accordance with the manufacturer's instructions; and
    - (iv) shall bear an identification tag indicating that the cover satisfies the requirements of ASTM F 1346-19 (Reapproved 2003), Standards Performance Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas, and Hot Tubs, as published by ASTM International, 100 Barr Harbor Drive, PO Box C700, West Conshohocken, Pennsylvania 19428-2959 for power safety pool covers.
- (4) S4226.4 Not less than the following lifesaving equipment shall be installed with each residential swimming pool:
- (A) A ring or throwing buoy fitted with forty (40) feet of one-fourth (1/4) inch diameter line.
  - (B) A pole not less than twelve (12) feet in length.
  - (C) Access to a telephone.

(Fire Prevention and Building Safety Commission; 675 IAC 14-4.3-296; filed Mar 25, 2011, 10:19 a.m.: 20110420-IR-675090789FRA)

Effective 4-24-11

## **Zoning Code Review:**

Please provide the following:

1. A plat drawing and or survey or plot plan. On the drawing provide the following information:
  - a. Swimming pool location;
  - b. Measurements of the pool, and of the decking around the pool (concrete area around pool);
  - c. Distance from the house to the pool or deck;
  - d. Distance from the proposed pool to the rear and side yard property lines.
  - e.
2. Provide a letter from the HOA (home owners association or architectural control committee approving your proposed pool)
3. If installing an automatic pool cover, provide UL Certification Documentation
4. Will you have a fence or not. If an automatic pool cover is installed, a fence surrounding the pool is not required
5. An electrical permit is required for pool bonding. The permit must be pulled by a Master electrician who is licensed with the City. The permit fee is \$25.00

We will review the permit application and drawing prior to issuance of permits.

## **CALL BEFORE YOU DIG!**

Contact the Indiana Underground Plant Protection Service and request a underground utilities locate for gas service and other utility services along with the City of Auburn (sanitary sewer, storm sewer, water services and electric services). There is no fee for this service.

**Call at least Two (2) Working Days Before You Dig**  
**811 or 1-800-382-5544**

### **SWIMMING POOL FILLING PROCEDURES:**

City of Auburn Water Department  
800 North Street, Auburn, Indiana 46706  
Phone: 260-925-5711 Fax: 260-925-8249

**Option No. 1:** Fill your pool with water from a fire hydrant.

1. Contact the City of Auburn Water Department at 260-925-5711 and request that they install a meter on the nearest fire hydrant. The Water Department will install the meter and deliver a fire hose to your residence sometime between the hours of 7:30 a.m. and 2:30 p.m., Monday through Friday.
2. After you have filled your pool, contact the Water Department again at 260-925-5711 and advise them that you are finished. The Water Department will read the meter to determine the amount of water used to fill the pool, and you will be billed accordingly.

**Option No. 2:** Fill your pool with water from your home.

1. Contact the city's Utility Billing Office at 260-925-0365 and ask them to read your home water meter. Use a garden hose to fill the pool.
2. After you have filled your pool, contact the Utility Billing Office again at 260-925-0365 and ask them to read the meter a second time to determine the amount of water used to fill the pool, and you will be billed accordingly.

### **Charges for filling your pool:**

There is no sewage treatment charge assessed for the water used to fill a new pool the first time. For any re-filling or topping-off of the water in a pool, the owner should first contact the city's Utility Billing Office at 260-925-0365 to discuss water and sanitary sewer charges. A sewage treatment charge may be assessed for re-filling permanently-installed pools, unless proof is shown that the pool's drain is not connected to the sanitary sewer system of the city. Contact the Utility Billing Office at 260-925-0365 for details.



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### ABOVE GROUND SWIMMING POOL CHECK LIST

**All above ground swimming pools with a water depth of at least forty-two (42) inches require a pool permit. The following must be addressed in order to obtain a pool permit:**

- The pool permit must be reviewed by the Administrator/Zoning Administrator of the Auburn Department of Building, Planning and Development.**

**AND**

- The pool must have a rigid solid wall frame at least four (4) feet high, AND have a locking or removable ladder. The locking ladder must be elevated above the pool when in the locked position. The removable ladder must be stored in a secure environment when not in use.**

**OR**

- The pool must have installed a fence at least four (4) feet high around the pool with locking gates.**

**OR**

- The pool must include a deck or rail system with a locking gate where the height of the pool walls and the deck or rail system are at least four (4) feet high.**

**ALSO**

- The perimeter around the outside pool walls must be kept clear of all objects which could serve as a climbing apparatus with which to gain entrance to the pool.**