

Town of Lakeshore Building Department

GUIDE TO RESIDENTIAL SWIMMING POOL & FENCE PERMITS



www.lakeshore.ca

Guide to Pool Permits

1. Why is a swimming pool permit required?

Property owners installing swimming pools are required to obtain a swimming pool permit from the Town of Lakeshore.

This is required for public safety purposes, protect municipal infrastructure located within registered easements, and to ensure that the various provisions of the Town's zoning, fencing and lot grading requirements are complied with.

2. What is required for a swimming pool permit?

The following is required for a complete swimming pool application:

- Application for a swimming pool
- Site plan drawing
- Permit fee

3. Permit fee

The fee that is to be submitted to the Town of Lakeshore for a swimming pool permit can be found on the Town of Lakeshore Tariff of Fees Bylaw

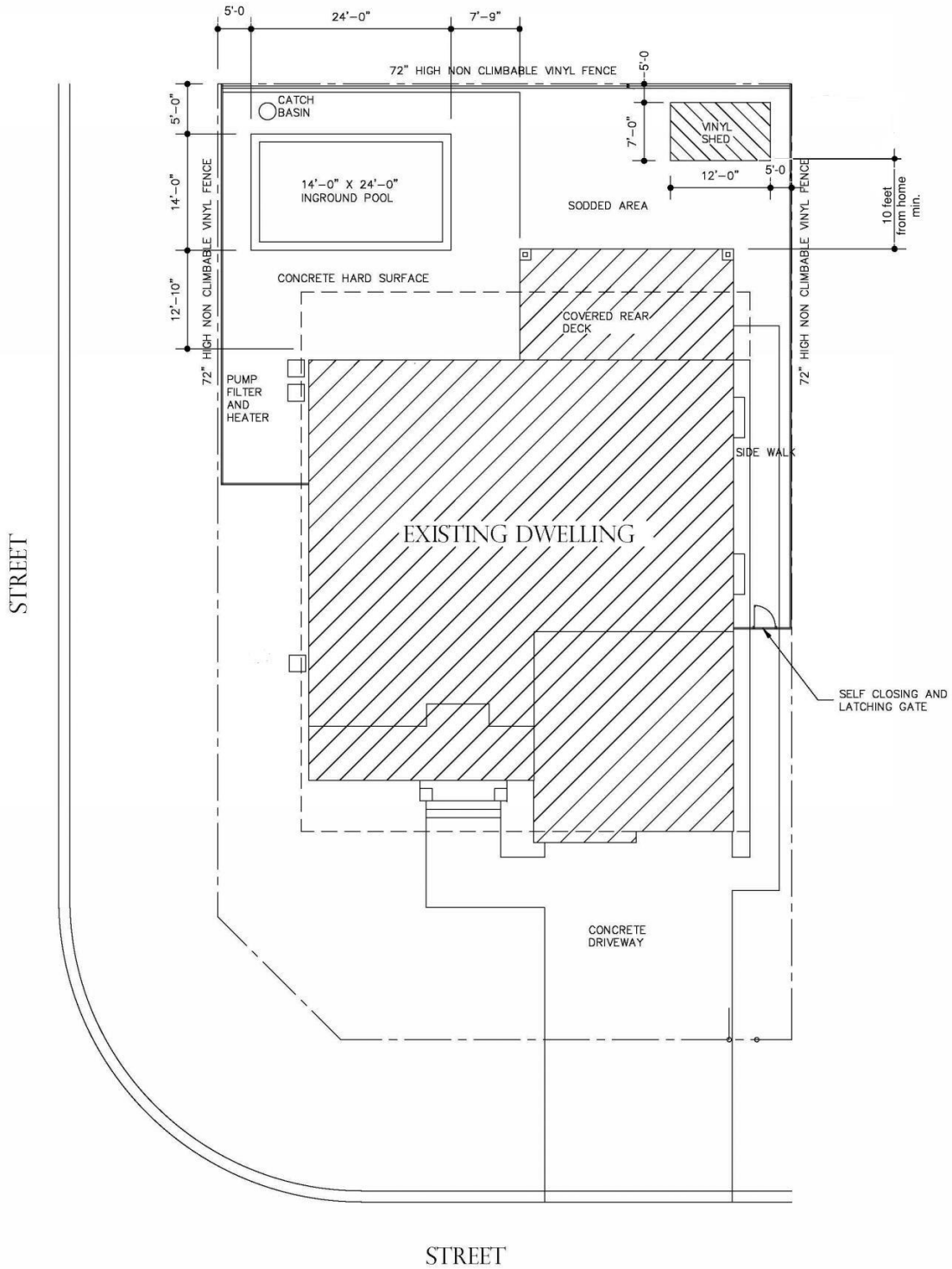
4. What needs to be shown on the required site plan?

The individual property owner or pool contractor is required to prepare a detailed site plan, drawn to scale and depicting the following information (please refer to attached sample site plan drawing as a guide in preparing the drawing to be submitted with your permit application)

- Municipal address, lot number and registered plan number for the subject property;
- Lot dimensions with location of all property lines for the subject property;
- Location of all registered easements and / or right-of-ways located on the subject property;
- Location of any watercourse and / or municipal drain located on the subject property and on any adjacent lands abutting the subject property;

- Location and dimension of proposed new swimming pool, including any and all below or above ground supporting braces, decking and any other appurtenances which are an integral part of the swimming pool structure;
- Location of the dwelling and any accessory building or structures on the subject property;
- Proposed setback distance from the proposed new swimming pool structure to all property lines, to any easement and / or right-of-way, to the nearest point of any watercourse/municipal drain, and to all dwellings and accessory building and structures on the subject lot;
- Proposed location and size of any accessory pool equipment, deck, shed, or any other accessory structure, including setback distances to all property lines;
- Where sanitary sewers do not exist, show location of any private sewage disposal system (i.e. septic tank and tile field), and provide setback information for the proposed new swimming pool structure to the nearest point of the existing private sewage disposal system;
- Location, type, and height of fence to be used to enclose the proposed new swimming pool structure, including all gates;
- Provide information regarding location of existing catch basins and retaining walls, and depict location and height of any proposed alterations to existing lot grading and /or any proposed relocations of existing catch basins for the subject property.

SAMPLE SITE PLAN



SITE PLAN
SCALE 3/32" = 1'-0"

5. What inspections are required and how are they scheduled?

Requesting inspections is the responsibility of the homeowner or the contractor of the project. Inspections must be booked at least 24 - 48 hours in advance.

Here is a list of required inspections:

1. REAR YARD DRAIN (RYD) INSPECTION

-If RYD was moved, the new location will require an inspection

2. FINAL INSPECTION

- Pool & Pool Equipment have been installed

- Fence has been installed including gates with self-closing self-locking mechanisms

Guide to Fence Permits

6. Why is a fence permit required?

Property owners erecting a fence are required to obtain a fence permit from the Town of Lakeshore.

This is required for public safety purposes, protect municipal infrastructure located within registered easements, and to ensure that the various provisions of the Town's zoning, fencing and lot grading requirements are complied with.

7. What is required for a fence permit?

The following is required for a complete swimming pool application:

- Application for a fence
- Site plan drawing
- Cross Section of Fence indicating type and height of proposed fence
- Permit fee

8. Permit fee

The fee that is to be submitted to the Town of Lakeshore for a fence permit can be found on the Town of Lakeshore Tariff of Fees Bylaw

9. What inspections are required and how are they scheduled?

Requesting inspections is the responsibility of the homeowner or the contractor of the project. Inspections must be booked at least 24 - 48 hours in advance.

Here is a list of required inspections:

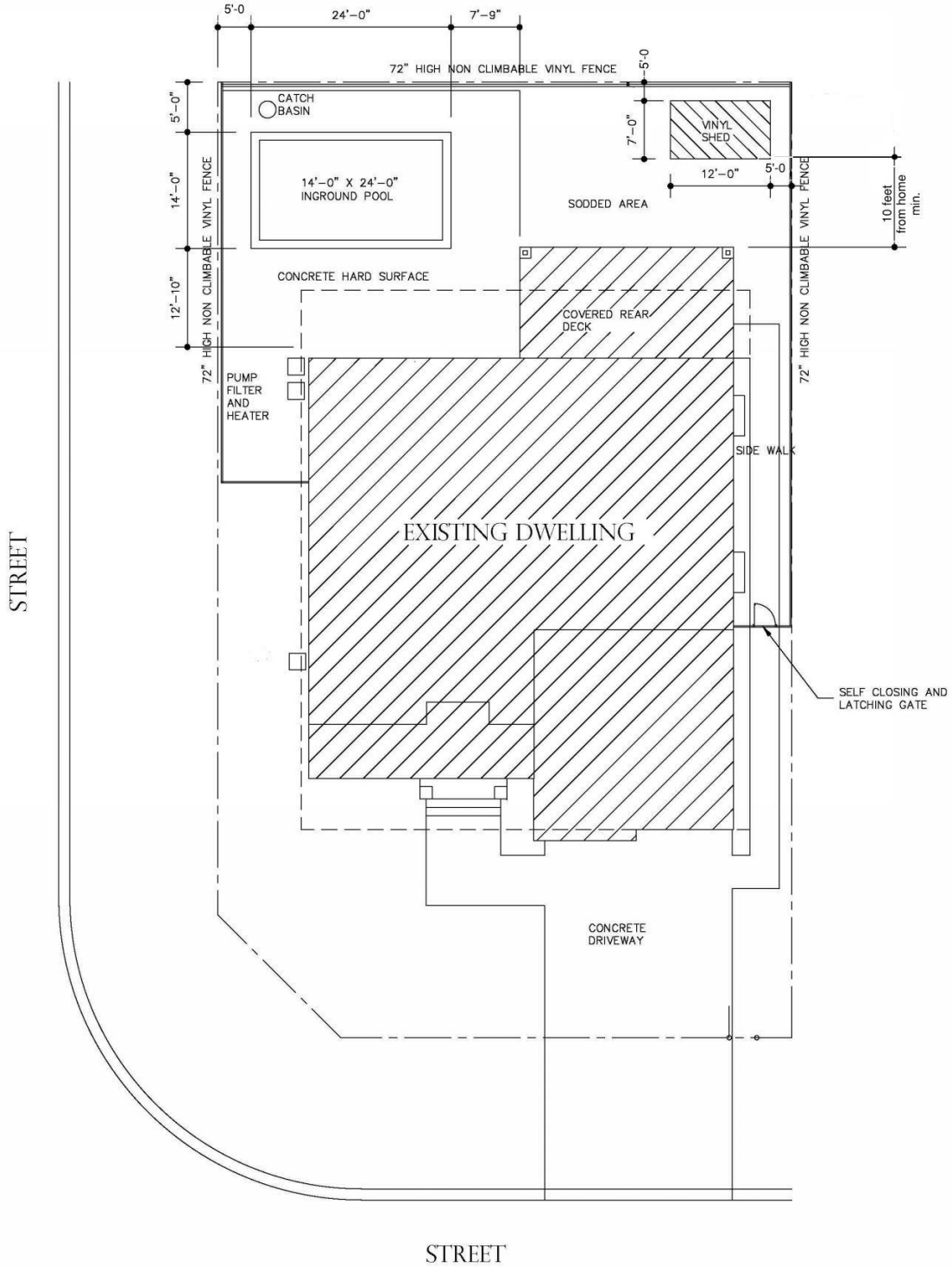
1. FINAL INSPECTION
- Fence has been installed

10. What needs to be shown on the required site plan?

The individual property owner or pool contractor is required to prepare a detailed site plan, drawn to scale and depicting the following information (please refer to attached sample site plan drawing as a guide in preparing the drawing to be submitted with your permit application)

- Municipal address, lot number and registered plan number for the subject property;
- Lot dimensions with location of all property lines for the subject property;
- Location of all registered easements and / or right-of-ways located on the subject property;
- Location of any watercourse and / or municipal drain located on the subject property and on any adjacent lands abutting the subject property;
- Location of the dwelling and any accessory building or structures on the subject property;
- Where sanitary sewers do not exist, show location of any private sewage disposal system (i.e. septic tank and tile field), and provide setback information for the proposed new swimming pool structure to the nearest point of the existing private sewage disposal system;
- Location, type, and height of fence to be used to enclose the proposed new fence, including all gates;

SAMPLE SITE PLAN



SITE PLAN

SCALE 3/32" = 1'-0"

11. Requirements for Swimming Pools and Pool Enclosures

It is the responsibility of the affected property owner to obtain a swimming pool permit from the Town of Lakeshore prior to commencing to install a swimming pool. Swimming pools cannot be installed in the Town without proper fence enclosure. All property owners are responsible for complying with all applicable legislative and regulatory requirements, which may be amended from time to time, including but not limited to zoning, fencing, and lot grading regulations.

By-law # 39-2018 (Fence By-Law) & Town of Lakeshore Zoning By-Law, as amended, must be complied with, including the following requirements which apply to all swimming pool installations in the Town of Lakeshore:

- Pool enclosures are required for all swimming pools that are more than 24" deep. Above ground pools can serve as an enclosure provided the pool wall is a minimum of 48" high and any access into the pool is restricted;
- Construction of pool enclosures shall not have any horizontal member that can facilitate climb ability. Such members shall have a minimum distance of 29.5" apart (Please refer to attached fencing drawing).
- A chain link fence can form part of the swimming pool enclosure. (Please refer to attached fencing drawing).
- Any gate that is provided in a swimming pool enclosure must be self-closing and must have a self-latching device.
- Fences shall be installed on the property where the swimming pool is proposed to be installed. Barbed wire fence and electrical fences are not permitted. The maximum height of any fence is 6'-0" including any lattice work.
- A minimum 5'-0" setback shall be maintained from all property lines to the nearest point of the water's edge of the proposed swimming pool structure.
- A minimum 5'-0" setback shall be maintained from all property lines to all pumps, heaters and filters.
- No portion of any swimming pool structure (including any supporting braces, decking, etc), walkway and / or other accessory structure is permitted within any registered easement and /or right-of-way located on the subject property.

- All swimming pool structures shall be installed in a manner which does not adversely affect any neighboring properties, with proper lot grading being maintained at all time. No alternations to existing lot grades can be made for the purpose of installing a new swimming pool structure without the prior approval of the Building Department.
- No relocation of a rear yard catch basin to accommodate the installation of a new swimming pool structure can be made without the prior approval of the Chief Building Official. This relocation must be re-inspected and approved as part of this swimming pool permit application.
- A separate building permit is required to be applied for prior to constructing any accessory structure which has a total floor area of 107 square feet or greater. Such accessory structures must be located a minimum of 5'-0" from any property line.
- For any accessory structure that has a floor area of less than 107 square feet, no building permit is required. Such structures must be located a minimum of 5'-0" from all lot lines and 9.84' away from the house.
- All decks with a height of 8" or greater from ground level must have a minimum setback of 5'-0" from side and rear yard and must have a building permit.

Please note that the above information has been provided in this application guideline for convenience purposes only. Please consult with the actual Council adopted By-laws to make sure that the regulations you are following are the most current and up-to-date. For additional information please contact the Building Department at 519-728-2818 during normal business hours. Please be advised that these By-law requirements are subject to change without notice.

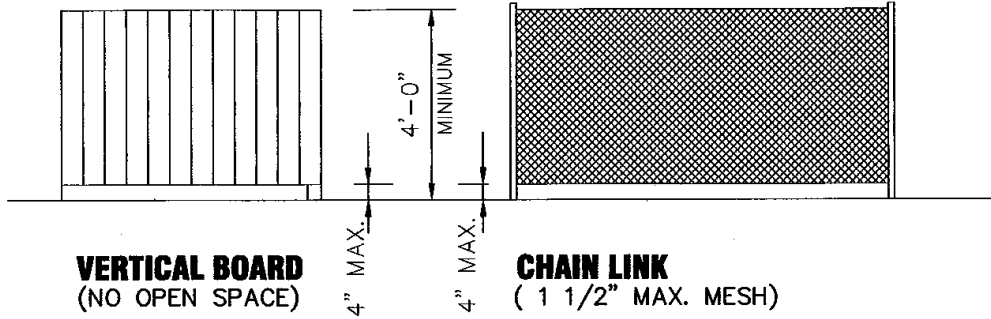
Fence Requirements:

- For a fence being installed around a swimming pool, the minimum height for swimming pool fences is 4'-0" and cannot be greater than greater than 6'-0" high including all lattice work
- Fences in front yard beyond front portion of the building can be a maximum height of 4'-0". Fencing that is being installed in the side yard and rear yard can be a maximum height of 6'-0"
- Must be on your property
- Town will not be involved in any civil disputes

General Pool Enclosure Checklist

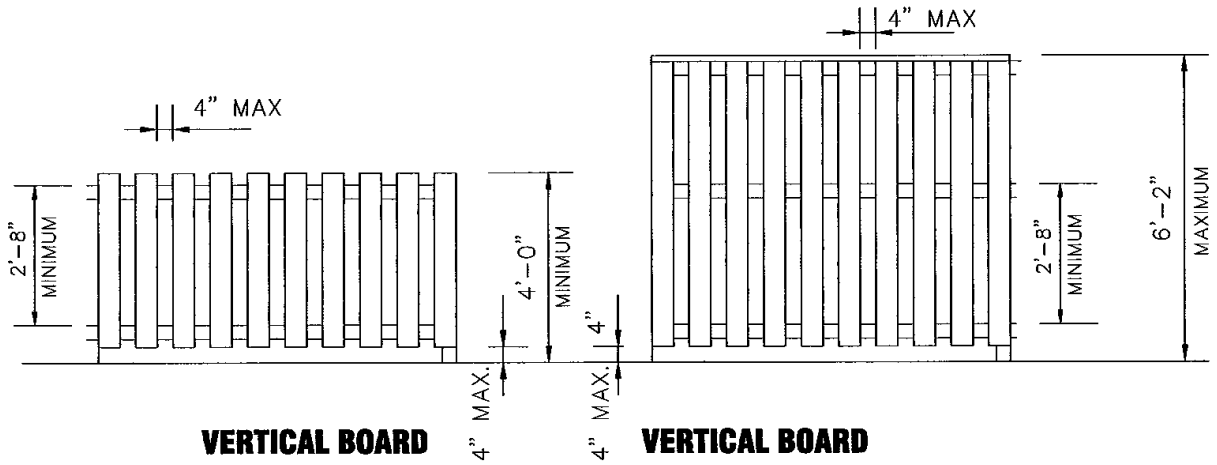
- Swimming pool at least 5'-0" from the side and rear property lines.
- Swimming pool is enclosed with a fence that is at least 4'-0" high
- An above ground swimming pool has a minimum of 4'-0" high side wall that can be considered as a fence
- Pool ladder with lockable guard or removable ladder when not in use
- All pool equipment is at least 5'-0" from the and side or rear property lines
- All pool equipment is installed at least 3'-0" away from the wall of the above ground pool wall
- Fence is constructed so it cannot be used in a manner similar to that of a ladder (cannot be climbable)
- Are all gates and doors equipped with a self-closing device
- Are all gates and doors equipped with self-latching and lockable devices
- Is the gate locked when the pool is not in use?

SWIMMING POOL AND YARD FENCES



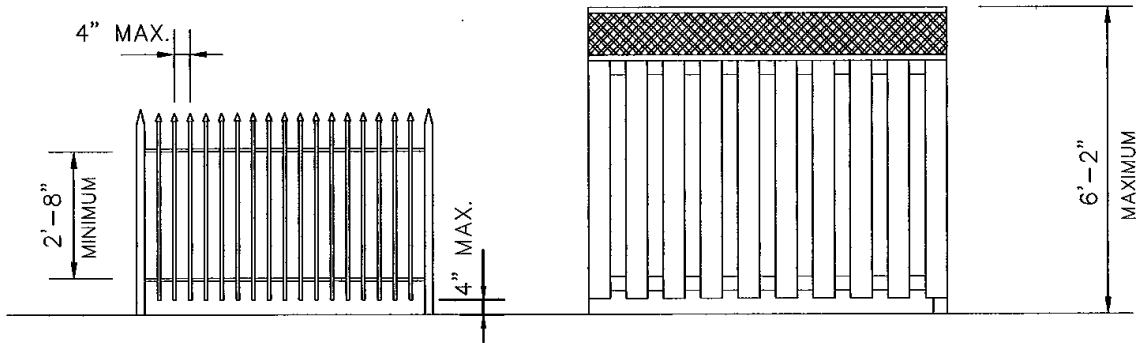
VERTICAL BOARD
(NO OPEN SPACE)

CHAIN LINK
(1 1/2" MAX. MESH)



VERTICAL BOARD

VERTICAL BOARD



IRON FENCE

VERTICAL BOARD WITH LATTICE

LARGE INFLATABLE SWIMMING POOLS



For the protection of all citizens, if you own an inflatable pool or are considering purchase one, please be advised that a pool permit and the installation of a pool enclosure is required that is in compliance with all the provisions of the fence by-law. No person shall place water in an inflatable swimming pool until such requirements have been fulfilled.

If you have any questions about the information provided please contact the Town of Lakeshore Building Department at 519-728-2818 or our web site at www.lakeshore.ca.



Date Received: _____

PERMIT NO.

TYPE OF APPLICATION (One Type per Application):

FENCE

POOL

In-Ground

LOT GRADING/FILL

Above Ground

On Ground

LOCATION OF PROPERTY: _____
(Municipal Address)

ROLL NO. _____

DESCRIPTION OF WORK: _____

PROJECT VALUE EST. \$ _____

APPLICANT INFORMATION	
NAME:	ADDRESS:
CITY:	POSTAL CODE:
PHONE:	EMAIL:

OWNER INFORMATION (if different from applicant)	
NAME:	ADDRESS:
CITY:	POSTAL CODE:
PHONE:	EMAIL:

THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

1. Two (2) sets of plans, complete with all measurements applicable setbacks and lot coverage and/or layout drawings and specifications.
2. Copies of any approvals or permits from municipal or provincial authorities or agents, committee of adjustment decisions, easements and right of ways.

I understand that the Chief Building Official may refuse to issue a permit if the proposed work will not comply with the Building Code Act, the Building Code or will contravene any other applicable law. I will supply upon request any other drawings, representations and/or documentation required to enable the Chief Building Official to determine compliance. I agree that the Chief Building Official shall determine the required fees calculated in accordance with the Municipalities Tariff of Fees by-law and shall pay such fees in full.

DECLARATION

I, _____ am the Owner The authorized agent of the owner named and hereby certify that I have full knowledge of all the particulars contained in this application and solemnly declare that they are in every respect fully and truly stated to the best of my knowledge and belief

(Signature of Applicant)

(Date)

ISSUE DATE: _____

ZONE: _____



Swimming Pool Permit

Corporation of the Town of Lakeshore Building Department

Please note: 24 hours notice is required for all inspections. During the peak season there may be times where 48 hrs is required to secure an inspection time. Town reviewed drawings shall be made available on site to the inspector at all times.

Schedule all inspections with the Building Clerk (Contact Number: 519-728-2818)

This schedule is a guideline and there may be other requirements needed to ensure compliance with the Ontario Building Code. Please call the Building Department for further clarification if required.

1. REAR YARD DRAIN (RYD) INSPECTION

- If RYD was moved, the new location will be require inspection

2. FINAL INSPECTION

- Pool & Pool Equipment have been installed
- Fence has been installed including gates with self-closing self-locking mechanisms.