



Village of Tinley Park - Building Department
**Above-Ground Swimming Pool
Permit Requirements**

16250 S. Oak Park Avenue
Tinley Park, Illinois 60477
(708) 444-5100 Fax (708) 444-5199
www.tinleypark.org

The following information must be filled-out on the application in order to approve the permit.

- Date of Application
- Name of Owner of Property and Phone Number
- Project Address
- Description of Project
 - ▶ Indicate the size of the pool
 - ▶ Indicate if there is an existing fence
- Cost of Project
- General Contractor's Name, Address, Phone and License Number
(This is the name of the pool installer, not where you purchased the pool)
- Electrical Contractor's Name, Address, Phone and License Number
(Indicate "Homeowner" if a licensed contractor is not being used)
- Copy of written contracts from **ALL** contractors
- Sign and Date Permit Application

J.U.L.I.E.

BEFORE YOU PURCHASE YOUR POOL it is recommended that you call the Joint Utility Locating Information for Excavators (J.U.L.I.E.) at 8-1-1. They will mark all utilities that run throughout the yard. **The Village follows the Commonwealth Edison Guidelines which require the pool wall to be five (5) feet from the underground electrical lines and ten (10) feet from overhead electrical service lines and 22.5 feet from primary lines.** The ComEd lines need to be drawn onto your Plat of Survey.

PLAT OF SURVEY

A copy of the Plat of Survey of the property must accompany the permit application. This will not be returned to the property owner; however our office would be happy to make a copy. Draw the pool on the plat in its exact location. Draw the distance from the pool wall to the side and rear lot lines. Draw a dotted line to indicate where electrical lines are located and indicate the distance from the pool wall to the electric line. **Again, the Village follows Commonwealth Edison Guidelines which require the pool wall to be five (5) feet from underground electrical lines and ten feet from overhead electrical lines.**

ZONING

Pools, including transitional grading, accessory items such as pavers or concrete and equipment must be placed in rear yards only, and must be placed five (5) feet from the rear and side property lines and cannot encroach into any easements. If the pool cannot conform to these guidelines, consider a smaller sized pool.

FENCING & SAFETY

A minimum fence of five (5) in height with a locking gate (gate must swing away from swimming pool) surrounding the yard or a minimum fence of two (2) feet in height with a locking ladder surrounding the pool top is required. This fencing must be in place before pool may be filled with water.

EXCAVATING

All dirt from the excavation of the pool site **must be removed** from the property. The grade of the property cannot be changed, as this effects drainage for the entire subdivision.

FEE

The fee for an above ground pool permit is \$100.00. If existing pool is being replaced, the fee is \$50 as long as there is proof of a previous permit for the original pool. Payment is not required until the permit is picked-up at the Clerk's Office.

PERMIT ISSUANCE

Permits take approximately **SEVEN TO TEN BUSINESS DAYS** to process. The Building Department will notify the property owner by telephone when the permit is ready. **All permits are to be picked-up at the Village Clerk's Office located at the Village Hall, NOT the Building Department.**

PERMIT EXPIRATION

The life of a permit is six (6) months from the date of issue. A permit may be extended past the six (6) months by submitting a written request for extension, to be approved by the Building Commissioner. If work has not started within three (3) months of the date of issue, the permit will be void unless a written request is submitted for extension, and approved by the Building Commissioner.

CONTRACTORS

All contractors doing work in the Village of Tinley Park must be licensed and bonded with the Village prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded. At any time during the permit approval process or during construction after permit is approved and issued a decision is made to change any contractor listed on the application, a Change of Contractor form must be completed and submitted to the Building Department. Verification of the new contractor's license and bond status as current must be confirmed by the Village before work on the project can resume.

PROPERTY OWNERS

Permits are required for all new and replacement pools. The owner of the property where work is to be performed is responsible for filling out the permit application and obtaining the permit before any construction is performed. Property owners may give permission for a contractor or any other party to apply for the permit and obtain it, but is still responsible.

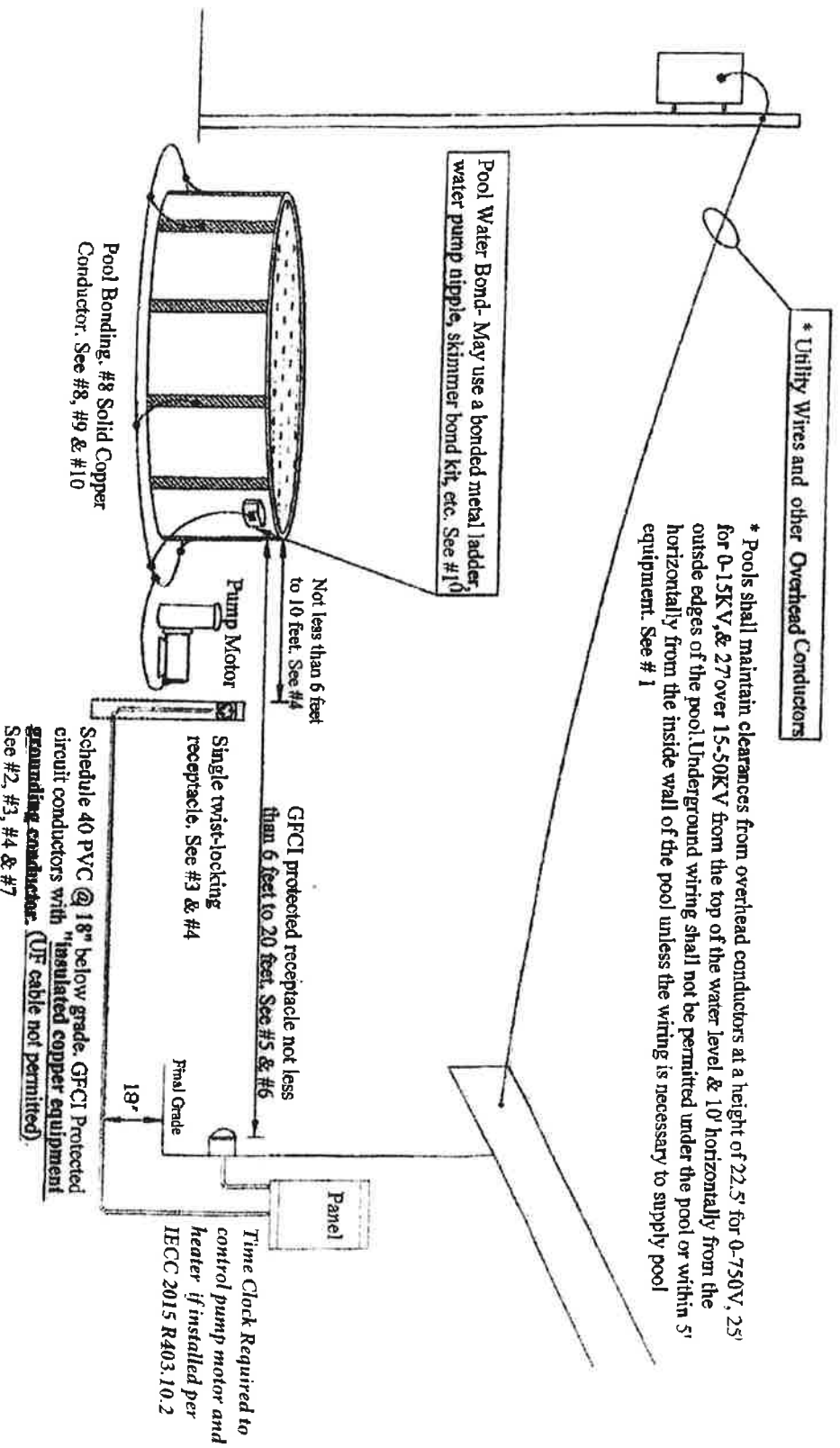
GAS HEATERS

If a gas heater is being installed with an above ground pool, heater specifications are required as part of the permit submission. If the heater is installed independently of the pool permit, a separate permit is required at that time. A gas shut off valve shall be located at the appliance or at the gas meter to the residence. The gas line must be a minimum of twelve (12) inches below grade per International Fuel Gas Code (IFGC 2006). Follow manufacturers' specifications for installation requirements.

If you have any questions, please contact the Building Department at (708) 444-5100.

Village of Tinley Park

Swimming Pool (Typical Above Ground)



**VILLAGE OF TINLEY PARK
RESIDENTIAL SWIMMING POOL GENERAL INFORMATION
2012 International Residential Code (IRC)**

Any structure intended for swimming or recreational bathing that contains water more than 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

Outdoor swimming pools, including an in-ground, above-ground or on-ground pool, hot tub or spa that requires a permit will have barrier requirements, such as, but not limited to:

1. The top of the barrier must be at least 60" above grade.
2. Openings in the barrier must not allow passage of a 4-inch-diameter sphere.
3. Access gates must be self-latching and self-closing and open outward away from the pool. Where the release mechanism is located less than 54" from the bottom of the gate it must comply with the following:
 - a. The release mechanism must be located on the pool side of the gate at least 3" below the top of the gate; and
 - b. The gate and barrier must have no opening larger than ½ inch within 18 inches of the release mechanism.
4. Where a wall of a dwelling serves as part of the barrier, one of the following conditions must be met:
 - a. The pool must be equipped with a powered safety cover in compliance with ASTM F 1346; or
 - b. Doors with direct access to the pool through that wall must be equipped with an alarm (listed and labeled in accordance with UL 2017) which produces an audible warning when the door and/or its screen, if present are opened. The deactivation switch(s) must be located at least 54 inches above the threshold of the door; or
 - c. Other means of protection, such as self-closing doors with self-latching devices, (and which are approved by the Building Official), shall be acceptable as long as the degree of protection afforded is not less than the protection afforded by the above items. You must provide documentation of the alternate device to the Village of Tinley Park Building Department for a determination of acceptability.
5. Where an above-ground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure and the means of access is a ladder or step, the ladder or steps shall be capable of being secured, locked or removed to prevent access or they must be surrounded by a barrier that meets all code requirements.

* Exceptions: Portable residential spa and portable residential exercise spas.

We recommend that the barrier requirements also be used for pools that do not require a permit for the reason of health and life safety of neighborhood children. You may also want to contact your insurance agent.

For additional information and requirements please see the 2012 IRC Appendix G.

Energy Code - International Swimming Pool and Spa Code

General - The energy requirements for pools and in-ground permanently installed *spas* shall be as specified in Sections 303.2 through 303.4 and APSP 15. The energy requirements for *residential* portable electric *spa* shall be in accordance with APSP14.

Heaters - Heaters shall be equipped with external on-off switch without adjusting the thermostat setting. Such switch shall be provided with ready access. Gas-fired heaters shall not be equipped with continuous pilot burners.

Time switches - Time switches or other control methods that can automatically turn off and on heaters and pumps according to a present schedule shall be installed with or on all heaters and pumps. Heaters, pumps and motors that have built-in timers shall be deemed in compliance with these requirements.

Equipment - All equipment must be Listed and Labeled for the installation.

VILLAGE OF TINLEY PARK
RESIDENTIAL SWIMMING POOL ELECTRICAL INFORMATION
2011 National Electric Code (NEC)

This is not an all inclusive list of all the requirements of the 2011 National Electrical Code (NEC) Article 680. However, the following information is a basic overview of some of the key points of Article 680. Installations shall comply with all of the requirements of the 2011 NEC.

GENERAL REQUIREMENTS:

1. Placement of installation of pools shall maintain clearances from overhead conductors, communication cables, and underground wiring. (Section 680.8 and 680.10 of the 2011 NEC)
2. NEC 300.5 – Branch circuits for pool associated motors shall comply with this section for underground installations {UF cable not permitted see 680.21, (A)(1). Conductors installed underground in conduit shall be listed for wet installations.
3. NEC 680.21 (A)(1) – The branch circuits for pool associated motors shall be installed in rigid metal conduits, intermediate metal conduit, rigid polyvinyl chloride conduit, reinforced thermosetting resin conduit, or Type MC cable listed for the location. Other wiring methods and materials shall be permitted in specific locations or applications as covered in this section. Any wiring method employed shall contain an "insulated copper equipment grounding conductor" sized in accordance with 250.122 but not smaller than 12AWG.
4. NEC 680.22 (A)(1) – Receptacles that provide power for water pump motors for other loads directly related to the circulation and sanitation system shall be located at least ten (10) feet from the inside walls of the pool, or not less than six (6) feet from the inside walls of the pool if they meet the following conditions – (1) & (2) they shall be of the locking and the grounding type, (3) Consist of a single receptacle, and (4) shall be protected by a ground-fault circuit interrupter.
5. NEC 680.22 (A)(3) – Where a permanently installed pool is installed at a dwelling unit(s), no fewer than one (1) 125-volt, 15 or 20 ampere receptacle on a general purpose branch circuit shall be located not less than six (6) feet from, and not more than 20 feet from the inside wall of the pool. This receptacle shall not be located more than six (6) feet six (6) inches above the floor platform, or grade level serving the pool.
6. NEC 680.22 (A) (4) – All 15 and 20 ampere receptacles located within 20 feet of the inside walls of a pool shall be protected by a ground fault circuit interrupter. The receptacle shall be tamper resistant per section 406.12, and shall be listed as weather resistant type per 406.9 (A). Weather Proof Cover Required.
7. NEC 680.21 (C) – GFCI Protection – Outlets supplying pool pump motors connected to single-phase, 120 volt through 240 volt branch circuits, rated 15 or 20 amperes, whether by receptacle or by direct connection, shall be provided with ground-fault circuit-interrupter protection for personnel.

POOL BONDING:

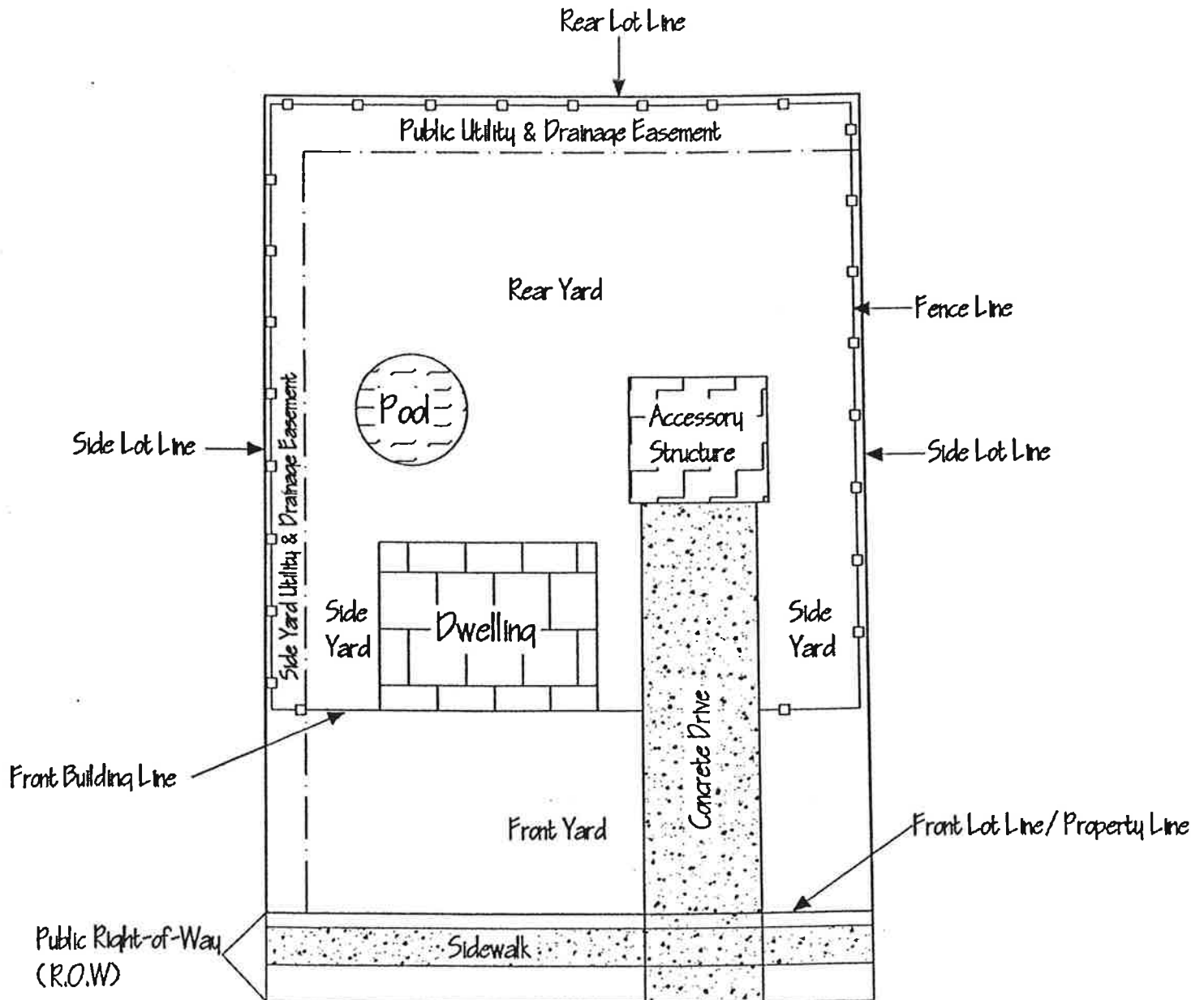
1. NEC 680.26 (B) Bonded Parts – The parts specified in 680.26 (B) (1) through (B) (7) shall be bonded together using solid copper conductors, insulated covered, or bare, not smaller than 8 AWG or with rigid metal conduit of brass or other identified corrosion-resistant metal. Connections to be bonded parts shall be made in accordance with 250.8. An 8AWG or larger solid copper bonding conductor provided to reduce voltage gradients in the pool area shall not be required to be extended or attached to remote panelboards, service equipment, or electrodes.
2. NEC 680.26 (B) (2) – Perimeter Surfaces – the perimeter surface shall extend three (3) feet horizontally beyond the inside walls of the pool and shall include unpaved surfaces as well as poured concrete surfaces and other types of paving. Perimeter surfaces less than three (3) feet separated by a permanent wall or building five (5) feet in height or more shall require equipotential bonding on the pool side of the permanent wall or building. Bonding to perimeter surfaces shall be provided as specified in 680.26 (B) (2) (a) or (2) (b) and shall be attached to the pool reinforcing steel or copper conductor grid as a minimum of four (4) points uniformly spaced around the perimeter of the pool. For non-conductive pools shells, bonding at four (4) points not be required. According to this section, the bonding conductor (#8 AWG) shall be installed 18 inches – 24 inches from the inside walls of the pool, following the contour of the perimeter surface around the pool, and shall be attached to the pool or grid at a minimum of four (4) points uniformly spaced. The conductor shall be secured within or underneath the perimeter surface four (4) inches – six (6) inches below the sub-grade. Only listed splices shall be permitted.
3. NEC 680.26 (C) – Pool Water – An intentional bond of a minimum conductive surface area of nine (9) inches squared shall be installed in contact with the pool water. This bond shall be permitted to consist of parts that are required to be bonded in 680.26 (B).



How to Read Your Plat of Survey

LOT 1 IN BLOCK 1 IN TINLEY PARK VILLAS, A SUBDIVISION IN THE WEST 1/2 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

(sample description)



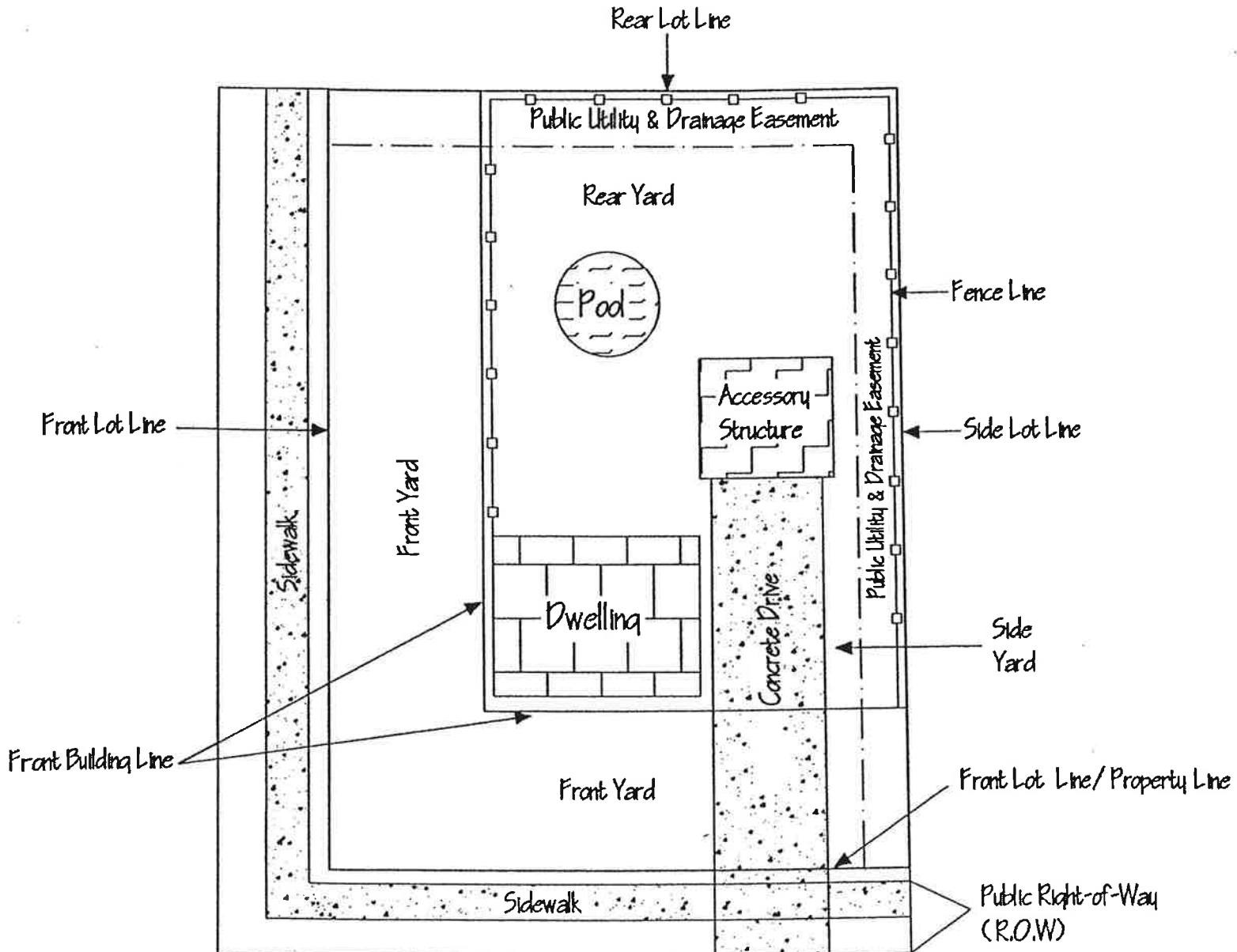
Contact Tinley Park Building & Planning Department at
(708) 444-5100 for further questions



How to Read Your Corner Lot Plat of Survey

LOT 1 IN BLOCK 1 IN TINLEY PARK VILLAS, A SUBDIVISION IN THE WEST
1/2 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13 EAST OF THE
THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

(sample description)



Contact Tinley Park Building & Planning Department at
(708) 444-5100 for further questions

Date of Application _____

Permit # _____

Village of Tinley Park

Residential Permit Application
16250 Oak Park Avenue, Tinley Park, IL 60477
(708) 444-5100 Fax (708) 444-5199

Name(s) of Property Owner(s) _____ Phone _____

Address of Project: _____

Description of Project: (please provide all dimensions, materials: for example: wooden shed 10ft L x 10ft W x 15 H)

Total Cost of Project: \$ _____

CONTRACTOR INFORMATION

PLEASE PROVIDE NAME, ADDRESS AND PHONE NUMBERS

General

Address: _____
City _____ State _____
Phone _____

Carpentry

Address: _____
City _____ State _____
Phone _____

Concrete

Address: _____
City _____ State _____
Phone _____

Drywall

Address: _____
City _____ State _____
Phone _____

Electric

Address: _____
City _____ State _____
Phone _____

Excavator

Address: _____
City _____ State _____
Phone _____

HVAC

Address: _____
City _____ State _____
Phone _____

Masonry

Address: _____
City _____ State _____
Phone _____

Paving

Address: _____
City _____ State _____
Phone _____

Plumbing

Address: _____
City _____ State _____
Phone _____

Roofing

Address: _____
City _____ State _____
Phone _____

Sewer

Address: _____
City _____ State _____
Phone _____

Signature of Applicant(s) _____

Please check if applicant is owner _____ or contractor _____