



Swimming Pool, Spa & Hot Tub and Required Barrier\Fence Permit Application

Email application to: bi@wdm.iowa.gov
(Effective 7-1-24 through 6-30-25)

ADDRESS: _____

- Project(s):** In-Ground Pool On-Ground Pool or Spa Barrier (Fence) for Pool or Spa
- Fence Installation:** Part of this permit app *OR* To be installed by someone else *OR* Existing
- Fence Type:** Wood Chain link Metal PVC\plastic Other _____
- Fence Height:** 4' 6' (maximum) Other: _____
- Property Type:** Single Family Townhome Multi-Family Commercial
(Townhome, Multi-family, & Commercial Fences require Planning/Zoning approval)

Required Items

- 1) This **Permit Checklist** form completed and signed.
- 2) A completed **Building Permit** form
- 3) A **Site Plan or Aerial Photo** showing all buildings, lot lines, new & existing fence locations, new pool location
- 4) Signed form: "**BARRIER\FENCE CRITERIA FOR A SWIMMING POOLS, SPAS & HOT TUBS**"
- 5) **PERMIT FEE (In-ground): \$57** OR 6) **PERMIT FEE (On-ground or portable): \$33**

Typical Inspections for In-Ground Swimming Pools:

1. **Electrical Bonding/Grounding** - before backfill (per National Electric Code)
2. **Barrier (Fence)** - after all required fences and gates are installed and property owner has completed sign-off form for barrier.
3. **Final**- After complete installation of pool, pumps, lights, barrier (fence), etc.

- Iowa State Law requires that you notify **Iowa One Call** before digging:
Call 1-800-292-8989 or 811 or go to www.iowaonecall.com
- Please refer to the separate "**Fence Design and Information Handout**" for questions about location and construction requirements.
- Confirming property lines, buried utilities, easements, restrictive covenants, or homeowner association requirements are strictly the responsibility of the owner and/or contractor.
- It is advised that the affected neighbor(s) be consulted if the fences will be joined structurally.

**I agree to the above listed provisions and this project will be constructed to meet all other applicable codes and ordinances.*

X

Applicant Name and Description (contractor or owner)



Building Permit Application

4200 Mills Civic Parkway Suite 1D West Des Moines, Iowa 50265 Phone: 515-222-3630

Email Applications to: bi@wdm.iowa.gov Effective 7/1/2024-6/30/25

Incomplete applications or plan submittal packets will delay plan review and permit approval.

Project Address: _____ Suite\Unit # _____ WDM, IA 5026 _____

Plat Name (City can help find this information): _____ Lot #: _____ Zoning: _____

Description of Project: _____

Is this project for an existing Single Family\Townhome property? Yes: ___ No: ___ If yes, is it owner occupied? Yes: ___ No: ___

Project Schedule and/or Approximate Completion Date: _____

Total Valuation of the Work for this Project (Do not include land costs): \$ _____

Commercial & Multifamily project square footage: _____ Shell Building Sq. ft. (if applicable): _____

Single Family and Town Home project square footage for 1st and 2nd floor: _____ Garage: _____

Basement Finished area: _____ Unfinished Basement area: _____ Deck: _____

Enclosed Deck or Porch (with windows and walls): _____ Roof Covered Deck or Porch: _____

Demolition Projects: Building Structure Only? Yes: ___ No: ___ Grading land? Yes: ___ No: ___ Clearing trees? Yes: ___ No: ___

Property Owner: _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Contractor (if different than the property owner): _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Architect/Engineer (if applicable): _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Applicant Print Name _____ Phone # (_____) _____

Applicant's Email _____

Applicants, owners, and contractors submitting this application agree to comply with City Ordinances regulating building construction, accessibility and energy, including applicable State and Federal Laws.

* Separate Electrical, Mechanical, & Plumbing permits are required (The Contractor shall be licensed by the State of Iowa).

* Permits will expire if the work is not started within 6 months, or if the applicant does not schedule an inspection for 6 months.

* Permits may also expire if the project schedule or completion date is not met (Extensions may be granted by the Building Official).

* It is the applicant, owner, & contractor's responsibility to comply with restrictive covenants, easements, and to locate property lines.

Office Use Only: Received by: _____ Date: _____ Reviewed by: _____ Date: _____

City calculated valuation: \$ _____ Permit Fee: \$ _____

Fee Receipt No: _____ Date: _____ Permit #: _____



FENCE (BARRIER) CRITERIA FOR SWIMMING POOLS, SPAS, & HOT TUBS

IN-GROUND RESIDENTIAL SWIMMING POOLS AND SPAS

≈ Swimming pools and spas containing water more than 24 inches in depth shall be surrounded by a fence (barrier) not less than 48 inches in height. This requirement applies even if the swimming pool is equipped with a powered safety cover.

Exception: Spas equipped with a lockable safety cover complying with ASTM F1346.

≈ Fences (barriers) should not create a ladder effect that would enable access to the swimming pool or spa area.

≈ Gates for access to a swimming pool or spa shall be equipped to enable a locking device. The gates shall open outward away from the pool or spa, and the gates shall be self-closing and self-latching. The release mechanism for the latch shall be located on the pool or spa side of the gate.

≈ Where the wall of the dwelling unit (house or townhome) serves as a part of the fence and barrier system, one of the following three (3) options will be required.

CHECK if applicable:

- 1. Operable windows with a sill height of less than 48 inches above the floor and doors shall have an alarm that produces a warning when the window or door is opened.
- 2. A power safety cover that is listed and labeled in accordance with ASTM F1346 is utilized for the pool or spa.
- 3. All doors are self-closing and self-latching, and all windows have opening limiting devices that restrict the opening to four (4) inches.

ON-GROUND OR ABOVE-GROUND RESIDENTIAL SWIMMING POOLS, SPAS, AND HOT TUBS

≈ Swimming pools, spas, and hot tubs containing water more than 24 inches in depth shall be surrounded by a fence (barrier) at least 4 feet in height.

Exception: Spas and hot tubs equipped with a lockable safety cover complying with ASTM F1346.

≈ Fences (barriers) should not create a ladder effect that would enable access to the swimming pool or spa area.

≈ The pool may serve as the fence (barrier) if the pool side is not less than 48 inches in height, the pool manufacturer allows the wall to serve as a barrier, and the ladder or steps used to access the pool can be locked or removed.

As the property owner, I have read and understand the above criteria and I agree to maintain all safety features of the fence (barrier) in a safe and working condition.

Property Owner Signature _____

Print Name _____

Address _____ Date _____

Site Plan – Required

An aerial view from the county or on-line website works well for showing proposed project locations and is acceptable in lieu of a drawn site plan.

You *must* show these items:

- ❖ the proposed alteration *i.e.*: addition, deck, porch, pool, fence.
- ❖ Address including streets and street names.
- ❖ Property Lines and dimensions of the property.
- ❖ Setbacks: the distance to the property lines (front, rear & sideyards) of the proposed alteration or existing buildings.
- ❖ North directional arrow.

Address: _____

