SWIMMING POOL BUILDING PERMIT REQUIREMENTS
FOR THE UNINCORPORATED TERRITORY
OF DOUGLAS COUNTY, KANSAS


The following requirements must be furnished to the Douglas County Zoning office before a building permit may be issued for new pools, hot tubs and spas. This building permit will cover all the aspects for the new swimming pool.

Existing pools require an electrical permit for any electrical circuits or electrical work replaced or installed new. A plumbing or mechanical permit(s) is required for pool heaters or other mechanical equipment replaced or installed on an existing pool.

1. Approval of sewage disposal system and water supply must be secured from the Douglas County Health Department, located at 200 Maine Street, Suite B, Lawrence, KS. The phone number is 785-843-3060.

2. A site plan should include the following information; to scale the size and location of new construction, existing structures, existing septic tank and laterals: (See attachment for sample site plan.)
   A. Direction-North Arrow
   B. Name and Address of Applicant
   C. Legal description of property.
   D. Base setback line and yard setback lines. Minimum depth of front yard from base setback line (See – Exhibit A - Height, Area and Bulk Schedule). - Plus 1/2 of Road Right-of-Way.
   E. Show driveway.
   F. Swimming pool fencing location in accordance with Douglas County requirements.

3. Two copies of Construction Drawings.
   A. Copies of the swimming pool plans, for concrete and gunite pools. For pre-manufactured liner pools, two copies of the cut sheet from pool manufactures to verify the design of the swimming pool against lateral loads,
   B. All pools must comply of Section 680 of the 2011 National Electrical Codes.
   C. Two copies of the information sheets from the equipment manufacturer. (Re: heater, filters, pumps, etc.)
   D. A licensed electrician shall be shown on the permit application and perform all the electrical work. A licensed plumber and/or a licensed mechanic shall be shown on the permit if a gas line and/or a heater is to be installed.
   E. Detailed information on the pool barrier (fence), including drawings, installation procedures or diagrams of the type of barrier that will be placed around the inground swimming pool or spa.

5. Building Permit Application (see last sheet) completed and returned.
SWIMMING POOL AND SPA REQUIREMENTS

Fencing/gate requirements

a. All pools shall be completely surrounded by a fence or wall, not less than four (4) feet in height, which shall be so constructed as to have openings, holes, or gaps less than four (4) inches. When barriers have horizontal members spaced less than 45 inches apart, the horizontal members shall be on the pool side of the barrier and the openings, holes, or gaps shall be less than 1-3/4”.

b. All gates shall not be less than forty-eight (48) inches in height and shall be equipped with self-closing and self-latching devices designed to keep, and capable of keeping such gate securely closed at all times when not in actual use. Pedestrian gates must swing away from the pool. If the latching device is located on the poolside, it shall be attached at least three (3) inches below the top of the gate and shall have no opening greater than ½” within 18” of the latch. If the latching device is located on the non-pool, (exterior) side of the gate, the latching device shall be a minimum of fifty-four (54) inches above adjacent exterior grade.

c. A door in an exterior wall of a dwelling unit which allows direct access to a swimming pool, spa, or hot tub shall be a self-closing and self-latching door with the release mechanism installed a minimum of fifty-four (54) inches above the floor. Otherwise, an alarm shall sound continuously for a minimum of 30 seconds within seven seconds after the door is opened.

Mechanical/electrical requirements

a. No electrical equipment shall be placed within five (5) feet of the waters edge without approval.

b. Ground fault circuit interrupters shall protect all exterior convenience outlets.

c. All exterior convenience outlets closer than ten (10) feet horizontally from the waters edge shall be removed.

d. All overhead conductors shall not be closer than ten (10) feet horizontally from the waters edge.

e. A licensed electrician shall be shown on the permit application and perform the electrical work. A licensed plumber and/or mechanic shall be shown on the permit for installing a gas heater or other appliance requiring gas.
## EXHIBIT A  
*Douglas County Zoning Regulations Article 18 - Height, Area and Bulk Schedule*

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* * based on local road fronted  
** based on minor collector road fronted  
*** based on major collector or minor arterial road fronted  
**** based on principal arterial road fronted

1 When an Access Restriction Agreement has been approved by the County Engineer the Minimum Lot Width/Parcel Width Requirement may be reduced per that executed agreement upon the filing of the Agreement at the Register of Deeds.
REQUIRED INSPECTIONS FOR SWIMMING POOLS/SPAS

Inspection of all construction except agricultural buildings will be required. Inspections shall be performed to insure compliance of the minimum building standards of the 2012 International Code (IBC), the 2012 International Residential Code (IRC), 2012 International Fuel Gas Code (IFGC), 2012 International Mechanical Code (IMC), 2012 International Plumbing Code (IPC), and 2011 National Electrical Code (NEC).

24 hours notification shall be given to Douglas County Zoning and Codes Department, Phone 785-331-1343, before all required inspections can be made.

Required inspections for pools and concrete hot tubs:

1. Any rough-in electrical work must be inspected. This includes wiring to all panels, motors, filters, lights and receptacles.
2. Bonding of any reinforcing steel, pool structure, and pool equipment (ladders, handrails, slides, lights, etc.) before covering with any materials.
   a. Exterior of light shells must be bonded to bonding grid.
   b. #8 insulated copper conductor to be run with electrical supply to wet niche light.
   c. #8 insulated copper conductor bonds to and is potted to interior of wet niche light shell. Light fixtures and potting compounds must be inspected before filling pool.
4. Gas Line inspection (if heating pool or hot tub with gas heater).

A LICENSED MASTER ELECTRICIAN is required to perform all of the electrical installation.

It shall be the homeowners &/or pool contractors responsibility to see that these requirements are met and a final inspection by the County before the pool is placed in operation.

REINSPECTION FEES ASSESSED UNDER PROVISION OF SECTION 108.8 – minimum $47.00 per trip

Owner or agent is responsible for the coordination of all inspections noted above.

I have reviewed, and understand all information noted above

______________________________________________ ______________________
Owner or Agent Date

(Please sign that you are aware of all inspection, and that you take full responsibility for notification).

Page 3
**Sample Site Plan**

**Bob and Mary Cook**  
123 Main St.  
Lawrence, KS  66044  
Ph: 785-838-0001  Cell: 785-393-0011

**Contractor**  
567 E 27th St.  
Lawrence, KS  66044  
Ph: 785-856-0022 Cell: 785-776-0002

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**Description:**
A parcel of land located in the SE ¼ of Section 20-Range 20-Township 18 of the 6th PM, Douglas County, KS, more particularly described as follows: Beginning at the SE corner of the SE Quarter; thence South 90° 00' 00" W a distance of 709.50 feet to the POB, said PB on the South line of the SE Quarter; thence continuing along said line South 90° 00' 00" West a distance of 438.83 feet; thence North 00° 41' 07" West a distance of 614.00 feet; North 90° 00' 00" East, a distance of 438.83 feet; thence South 00° 41' 07" East a distance of 614.00 feet to the POB, containing 6.18 Acres more or less, subject to public road of right away and easements of record.

**Legend:**
- Existing ½" rebar by LS-64
- Stone Found (Record Location)
- (POC) Point of Commencement
- (POB) Point of Beginning

**Reference Surveys:**
Survey by X. X. Smith, LS-64 Dated January 31, 2005. Job No. 8-05

**Notes:**
- Permanent Road No. N 1400 Road Centerline
- South line SE ¼
- R/W 25'
- 20'
- 138.50'
- 200'
- 438.83'
- Permanent Road No. N 1400 Road Centerline
- 100'
- 105'
- 140’ New Pool
- 50” Above Grade Chain link fence around the pool.

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**Setbacks For Accessory Buildings:**
Front Setback is the same measurements as residential setback requirements. The side setback measurement is 3 feet and rear setback is 5 feet from the property lines.

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I hereby certify that this survey was conducted under my direct supervision on _________, 2009, and that all corners were set or found. This survey does not certify ownership or easements.

__________________________  (Seal)
Jane Doe Williams, Surveyor, LS-12
DOUGLAS COUNTY ZONING & CODES DEPARTMENT
POOL FENCE AFFIDAVIT

As the owner or contractor of the property located at ___________________________, in the Douglas County, Kansas, I am aware of, and have received a copy of the requirements for the enclosure of a pool.

I take full responsibility, as the property owner, for ensuring that the building permit for the pool fence enclosure is obtained and that the pool or spa shall be appropriately protected by a properly constructed fence or barrier during and after construction. In addition, I shall ensure that the finished side of the fence is facing the surrounding properties in accordance with the Douglas County Zoning Ordinance.

In addition the structure will not be filled with water for use or occupancy as a swimming pool or spa until Douglas County Zoning & Codes Department has granted all final inspection approvals.

_________________________  _____________________  __________
Owner’s/Contractor’s Name (Print)    Owner’s Signature    Date

State of Kansas
County of Douglas

The foregoing was sworn to and acknowledge before me this _____ day of ________________, 20__.

________________________
Notary Public

My Commission Expires: _________________

DOUGLAS COUNTY ZONING & CODES DEPARTMENT
3755 E 25th Street
Lawrence, KS  66046
785-331-1343  FAX:  785-842.1201
DOUGLAS COUNTY ZONING & CODES DEPARTMENT
POOL CONSTRUCTION AFFIDAVIT

As the owner or contractor for the property located at __________________________, in Douglas County, Kansas, I agree to meet or exceed the design criteria on the attached pool, spas and hot tubs details and will comply with all the requirements of the Douglas County Zoning & Building Codes in effect at the time of issuance of permit. I have received a copy of these requirements.

In addition, I am aware that the dimension of the pool, spa and hot tub cannot increase without prior approval.

_________________________________  _________________________  __________
Owner or Contractor Name (Print)    Owner or Contractor Signature  Date

State of Kansas
County of Douglas

The foregoing was sworn to and acknowledge before me this _____ day of _________________, 20____.

____________________________________  Notary Public

My Commission Expires: _________________
Project Address: ___________________________________________ Date: ____________________

Legal Description:

________________________________________________________________________________________

________________________________________________________________________________________

Section __________ Township __________ Range __________ Acres: __________
Subdivision ___________________________ Lot: ____________ Block: __________

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Owner: ___________________ Address: ______________________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

Contractor: ___________________ Address: ______________________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

*Electrical Contractor: ___________________ Address: _______________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

*Plumbing Contractor: ___________________ Address: _______________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

*Mechanical Contractor: ___________________ Address: _______________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

*Fence Contractor: ___________________ Address: _______________ Email: __________________
Phone: ___________________ Cell: __________ City: ___________ State: ____ Zip: ______

(Electrical, Plumbing, and Mechanical Contractors shall be licensed pursuant to K.S.A 12-1508 et. Seq.)

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CHECK THOSE WHICH APPLY TO YOUR PROJECT:

____ Residential ______ Commercial
____ In-ground Pool Size __________ Total Square Feet
____ Fence: Type/Design __________________ Height ______________

____ Gate
____ Alarm System __________ Power Safety Cover
____ Deck size __ x ______________
____ Barrier Around Ladder/Steps

____ Accessory structure (include specifications and materials).
Size: Width______ x Length______ x Height______ Total Square Feet: __________
Foundation: Type ___________ Depth __________
Roofing: __________ Siding __________________
Framing: Walls ___________ Floors ___________ Roof ______________

====================================================================================
TOTAL BUILDING VALUATION: $_______________ (To include cost of construction materials & labor.)

ATTACH COMMENTS AND PLANS