



CITY OF MENASHA • Community Development Department
100 Main Street, Suite 200 • Phone (920) 967-3650 • website: <http://www.menashawi.gov>

SWIMMING POOLS & HOT TUBS

What is a Swimming Pool?

The City of Menasha defines a swimming pool as "any structure, basin, chamber or tank containing or capable of containing an artificial body of water for swimming, diving or recreational bathing, having a depth of two (2) feet or more at any point." This definition includes hot tubs.

General Provisions

Fencing or Protective Enclosures:

- **Above Ground Pools with Walls 48" (4 feet) or taller**, do not require any fencing. However, ladders and/or stairways providing access to the pool must be adequately secured to prevent entry whenever the pool is not in use. See Figure 1 for examples of ladders styles that meet this requirement. Removing your ladder when not in use is another acceptable means for securing your pool.
- **Above Ground Pools Walls less than 48" (4 feet) and In-Ground Pools**, require one of the following options:
 - Fully enclosed fencing surrounding the pool that is at least 48" in height, constructed in a manner that prohibits a 9" sphere from passing through it. The fence's gate must be self-closing and self-latching, and be located on the inside of the fence 30" above ground level;
 - A pool dome or pool top fencing attached to the pool extending at least 48" above the ground; or
 - A pool cover capable of supporting 100 pounds per square foot.

Location. The swimming pool, including all equipment and associated decking, must be at least 3 feet from the side and rear lot lines, and no closer to the street than the front setback line of the main structure (e.g. your home). Your property may contain utility easements that will require greater setbacks from your rear or side property lines. Community Development Staff checks for easements during the zoning review that is part of the permit process.

In addition, the pool cannot occupy more than 15% of the area on the lot it is located on.

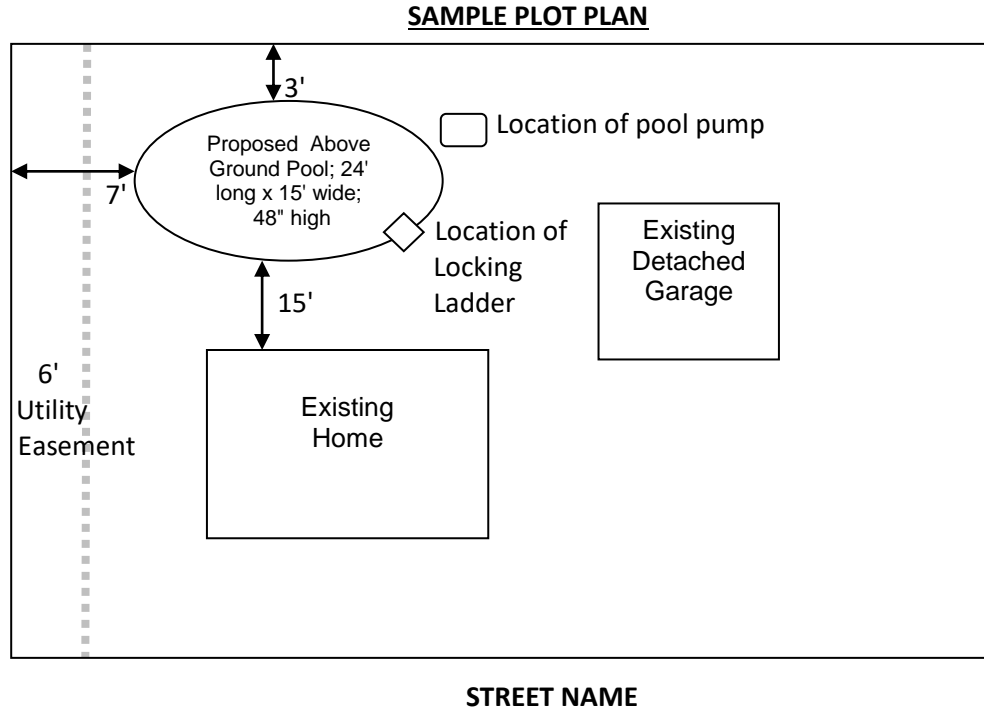
FIGURE 1: EXAMPLES OF LADDERS THAT CAN BE SECURED WHEN THE POOL IS NOT IN USE



Permitting

Permit Required. A building permit is required to install a swimming pool. The building permit application is available from Building Inspection.

Plot Plan Required. When you submit your application, a plot plan showing the length, width and height of the pool, distance from side and rear property lines, location of pool equipment, relation to the principal structure (home), and any required protective fencing or ladder structure must be provided. The plot plan needs to be drawn to scale, no sketches and need to be in readable ink. If you are planning to use a pool cover, dome or pool top fencing, please bring in a manufacturers specifications sheets to illustrate compliance with requirements.



Required Fees. A fee is charged for the building permit and associated zoning review. The city's fee structure is available from Building Inspection.

Building Code Requirements. Extension cords are not permitted by state law. If you have additional questions about the structural and/or electrical requirements for a swimming pool, please contact the building inspectors prior to applying for your permit (phone 920-967-3655). The building inspector office hours are 8:00am to 9:00am and Noon to 1:00pm weekdays.

Disclaimer

This information is only a general guide to help you plan a typical pool installation. While we have made an attempt to answer the questions most often asked regarding pools, your situation may not be included. For more complicated situations not addressed in this factsheet, feel free to contact the Community Development Department to discuss your proposed pool or hot tub at 920-967-3650.

******BEWARE OF UNDERGROUND UTILITY WIRES******

Call Diggers Hotline. Please remember that there may be underground electric, phone or cable T.V. wires buried on your property in easements that are generally 5' or 6' wide on your side and rear lot lines. Please call the Digger's Hotline before you do any digging on your property.



DIGGERS HOTLINE: (800) 242-8511

NOTE: Information contained herein is current as of 12/6/2022