



# DUPAGE COUNTY

## BUILDING & ZONING DEPARTMENT

### SWIMMING POOLS/SPAS/HOT TUBS



Permits are submitted online at the following link:

Accela Citizen Access - <https://aca-prod.accela.com/DUPAGE/Welcome.aspx>

Here are guidelines and requirements to assist when installing a **swimming pool, spa, hot tub**. This information is provided to identify minimal requirements in the County's adopted Building Code and Zoning Ordinance. These guidelines are not all inclusive but cover the most critical requirements involved in this type of project. Feel free to contact our department if you have further questions.

The information below applies to those pools/spas/hot tubs which are:

- Twenty-four inches (24") deep or greater
- and/or 250 square feet of surface area or greater
- and/or equipped with a water-recirculating system

**You will be creating a profile in our Accela portal** – a non-refundable application fee is required at the time you complete the permit submittal and the documents below will need to be downloaded to complete the application process

1. Plat of Survey – possible BMP's ([Best Management Practices](#))
2. Construction plan/manufacture's specifications with UL, ETL
3. Trust Disclosure form for properties in a trust

A non-refundable application fee will be required – this portion of the fee is credited toward the final permit fee (reference the [Schedule of Fees](#) for specifics), a Drainage Review fee. We accept exact cash, checks or Master Card and Visa.

1. A copy of the scalable Plat of Survey with the pool, spa or hot tub drawn to scale in the exact proposed location with dimensions and dimensions to the nearest lot lines. The survey must show all existing structures with the Illinois Licensed Land Surveyor's seal and signature visible.
2. A copy of the construction plan. See the typical deck detail below showing minimum code requirements. The plan must show side view, and a top view. Plans must include size, depth, equipment specifications and fencing requirements. Testing agency approval from manufacturer for all electrical and gas-fueled equipment must be included. Above ground pools, spas and hot tubs require a brochure on the structure as well as a brochure on the

pump (the brochure needs to state the pump is U.L. listed or shows the U.L. symbol). Heated pools shall be equipped with a vapor-retardant pool cover on or at the water surface. Pools/spas/hot tubs heated to more than 90 degrees F (32 degrees C) shall have a pool cover with a minimum insulation value of R-12.

3. For any property that is in a trust (bank or trust company) will need a notarized [Trust Disclosure](#) form **completed by the trust company** stating the beneficiary of the trust. For properties in a family trust we need some paperwork showing the trustee.

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#### Requirements for permit issuance:

4. Drainage Easement Agreement form
5. Entrance permit
6. Fees
7. Performance Bond
8. Contractor Registration

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4. Also for pools located in any part of a drainage and utility easement a [Drainage Easement Agreement](#) must be filled out and all individuals on the deed will need their signature notarized.
  5. Prior to permit issuance an [Entrance Permit](#)/bond receipt from whoever maintains the roadway (Township Highway Commissioner, Du Page County Department of Transportation, Illinois Department of Transportation or municipality).
  6. [Permit fees](#) are due before the permit is issued. We accept exact cash, check or Master Card and Visa. (The building application fee will have been credited toward the final permit fee)
  7. The [Performance Bond](#) insures code compliance and is included in your permit fee. This portion of the fee is fully refunded once the final inspection has been approved.
  8. All [contractors](#) working on the project are required to be registered with Du Page County Building Division and must be current when the permit is issued.

**Zoning Requirements:** Single Family: (Ordinance Sections: R-1: 37-701, R-2: 37-702, R-3: 37-703, R-4: 37-704):

Size: No limitation

Setbacks:

- R-1 Zone:
  - Front: 40 feet.
  - Rear: 50 feet
  - Corner side: 40 feet
  - Interior Side: 20 feet
- In R-2, R-3 and R-4 Zones:
  - Front: 30 feet
  - Rear: 10 feet
  - Corner side: 30 feet
  - Interior Side: 10% of lot width or 10 feet whichever is less.
  - Interior Side Exception: If a lot is 20,000 sq. ft. in size or less: 3 feet

Multi-Family Construction: (Ordinance Sections R-5: 37-705, R-6: 37-706, R-7: 37-707: Please contact the Zoning Section at 630-407-6700)

#### Drainage Requirements:

Provide location on plat of survey. Proposed structures cannot have a negative impact on the existing drainage for the neighboring properties. **Disclaimer:** If there are any special management areas (including any of the

following; floodplain, wetland and wetland buffer) on the property additional permit requirements may be needed. See Sec.8-128.2 of the County's Building Code for Minimum Plan Requirements.

- Pursuant to 8-128.2.E of the Building Code, any development in the floodplain must obtain an Elevation Certificate. Where a development, structure or property has substantial damage, has or will have substantial improvement or is the subject of repetitive loss regulations, the development, structure or property shall comply with the requirements of the Building Code and the DuPage County Countywide Stormwater And Flood Plain Ordinance, which includes the need to obtain an Elevation Certificate. (Ord. No. DC-O-0030-15, 8-11-2015)
- The FEMA 2015 Elevation Certificate is available from FEMA (<https://www.fema.gov/media-library/assets/documents/160> ). It is a fillable PDF form.

### **Minimum Building Code Requirements:**

Overhead electric power lines to be a minimum of ten feet (10') from the inside wall of the pool, underground electric power lines to be no closer than five feet (5') from the edge of the pool.

Receptacles are to be a minimum of ten feet (10') from the edge of the pool.

All underground exterior wiring to be in intermediate or rigid metallic conduit buried six inches (6") below grade or direct burial type UF cable buried twenty-four inches (24") below grade. Intermediate or rigid conduit is required where coverage is less than twenty-four inches (24"). Rigid PVC conduit is approved for exterior underground use with a minimum burial depth of twenty-four inches (24").

Pool circuits to be twenty (20) amp circuits/GFI protected circuits

A forty-eight inch (48") high non-climbable fence must be installed around the pool area or yard with self-closing, self-latching gates. If the pool walls are forty-eight inches (48") above grade at all points a removable, lock-up ladder is required/rigid locking cover for hot tubs.

Pools/hot tubs/spas heated above 90°F (32°C) shall have a cover with minimum insulation value of R-12.

### **Please reference the revised code requirements:**

- 2021 International Building Code – [Article VII, Section 8-700](#)
- 2020 National Electrical Code – [Article VI, Section 8-600](#)
- 2021 International Swimming Pool and Spa Code – [Article XIII, Section 8-1300](#)

**Inspections:** (a minimum of 24 hours advance notice required for inspection scheduling)

Please contact the Building Division at 630-407-6700 to schedule inspections. (Where no work has been started within 180 days after the issuance of a permit, or when more than 180 days lapses between required inspections, such permit shall be void. No work shall commence prior to issuance of permit).

Feel free to contact our office if you have any questions regarding the permit or inspection process at 630-407-6700. The office location is 421 N. County Farm Road, Wheaton, IL 60187. You can visit our web site at [www.dupagecounty.gov/building](http://www.dupagecounty.gov/building).

**CALL BEFORE YOU DIG – CONTACT [J.U.L.I.E.](#) - 1-800-892-0123 FOR UNDERGROUND UTILITY LOCATIONS**



# DuPage County

## OUTDOOR SPA & TUB ELECTRICAL REQUIREMENTS

- NEC 680.12 requires a “Maintenance Disconnecting Means”, located within sight and within fifty (50) feet but not closer than five (5) feet from the spa/hot tub.
- NEC 680.22(A)(3) and (A)(5) require a receptacle within ten (10) feet but not closer than six (6) feet nor farther than twenty (20) feet from spa/hot tub and GFCI protected. UL listed “in use” cover required. All receptacles with twenty (20) feet of spa/hot tub on site shall be GFCI protected.
- Liquid tight flexible metal conduit six (6) feet in length or less with a #10AWG copper equipment grounding conductor may be used to provide power to a listed packaged spa/hot tub. Cord and plug connections are allowed where listed and cord is no longer than fifteen (15) feet and protected by a GFCI.
- A #8 AWG SOLID copper bonding conductor is required to connect all metal surfaces within five (5) feet of spa/hot tub inner wall per NEC 680.26. Bonding by metal to metal mounting on a common frame or base shall be permitted.
- Underground conduit shall be:
  - a) RMC or IMC minimum cover depth six (6) inches.
  - b) May be schd 80RNC (electrical PVC) minimum cover depth eighteen (18) inches, with RMC or IMC stub ups; all conduits require an equipment grounding conductor sized per Article 250.122, but not smaller than 12 AWG copper.
- Boxes shall be supported or attached per NEC
- Switching devices shall be located at least five (5) feet horizontally from inside wall of the spa/hot tub.
- Circuit breakers shall be listed for use in the panel, usually of the same manufacturer.
- The use of Extension Cords is not permitted.

