



JOLIET BUILDING & INSPECTIONAL SERVICES DIVISION

PERMIT INFORMATION FOR POOLS

NOTICE: If permit submissions are incomplete, and/or submitted without the required permit information and supporting documents, they will be returned to the applicant.

Pool Permit Checklist:

- An accurate plat of survey with the proposed pool placement clearly marked.
- Measurements (diameter & height or length, width & height)
- Completed Pool Permit Application
- Completed Residential Electric Application
- Building Plans (for in-ground pools only)
- Proof of fence (yard or pool fence)
- Homeowner's Association approval, if applicable.
- Cost Estimate
- Copy of the contract, if the work is being completed by a Contractor.

If a Contractor is performing the work, then the Contractor must be the one to pull the permit (per Sec. 8-36 of the City of Joliet Code of Ordinances).

Building Permit Fee:	\$65 for up to \$7,000 worth of work, this includes labor & material.
	An additional \$10.00 per \$1,000.00 project cost above \$7,000.00 to be added.
Electric Permit Fee:	\$80 to \$120 depending on the square footage of the pool.

POOL REQUIREMENTS:

- Pools are not allowed in Public Utility Easements.
- Pools cannot be under or over any utility lines.
- Pools must be at least 5 ft. from underground power lines & 10 ft. from overhead power lines.
- Pools must be at least 3 ft. from the property line, provided that there are no easements.
- Pools are strictly prohibited in front yards.
- Attached decks/patios are prohibited in any Public Utility Easement.
- It is recommended that pools should be located a minimum of 6 ft. from the house.
- All structures (excluding driveways, sidewalks, pools, decks/patios, & fences) on a lot must cover no more than 30% of the total lot area.

Corner Lots: Pools are not allowed in the required corner side yard setback.

Information on Permits

- Both in-ground and above-ground pools with a capacity for containing water over 24 inches in depth or with a capacity of over 100 cubic feet require a permit.
- Both In-ground and above ground pools require building and electrical permits, including fees.
- All electrical installation of pools must meet branch circuit, grounding, and bonding code requirements as set in the National Electric Code 2014 edition (attached).
- Both in-ground and above-ground pools (inclusive of attached deck and patio surfaces) are subject to the setback requirements as presented on the example plat of survey.
- An underground and final electrical inspection are required for all above ground pools.
- An underground, bonding, and final electrical inspection are required for all in ground pools.

Fencing Requirements - For controlled access to a pool, the following is required:

- The yard (or pool) for both in-ground and above ground pools with a capacity for containing water over 24 inches in depth or with a capacity of over 100 cubic feet must be enclosed with a **fence that is at least 4 ft. high.**
- For above-ground pools at least 4 feet in height, a railing along the entire top of the pool with a lockable ladder/gate is an acceptable alternative.
- **Sec. 8-482. Fencing required.** All persons owning or possessing or having control of a family swimming pool or a portable family swimming pool shall enclose said pool, or the entire lot where said pool is located, with a fence or wall of a minimum height of four (4) feet in such a manner as to prevent uncontrolled access by children from public areas or from adjacent lots. (Ord. No. 5347, § 2, 8-5-69; Ord. No. 7456, § 9, 1-6-81)
- **Sec. 8-483. Proof of contract for fencing prerequisite to issuance of permit.** The building inspector shall require proof of a contract for the supply and/or erection of any fence required by section 8-482 of this article prior to granting any building permits for the construction or erection of a family swimming pool or a portable family swimming pool. (Ord. No. 5347, § 4, 8-5-69; Ord. No. 7456, § 9, 1-6-81)

Whenever a project requires digging please contact **J.U.L.I.E.**, in advance, at 811 or online at <http://illinois1call.com> to mark underground utility lines.

BUILDING SERVICES
DON PALISARD, DIRECTOR
PHONE: 815/724-4070
FAX: 815/724-4080



City of Joliet

Above Ground Pool Electrical Requirements

Article 680 2014 National Electrical Code

Branch Circuits

- Listed swimming pool pump motor with a 12/3 AWG twist lock cord not longer than 36 inches
- A 20 amp GFCI protected twist lock receptacle shall be located between 6 - 10 feet from inside of pool wall for pool pump use only.
- Install disconnect switch or dead front GFCI above receptacle for pool pump.
- A 20 amp GFCI convenience receptacle must be installed between 6 - 10 feet from the inside wall of the pool.
- A #12 AWG copper grounding conductor, green in color shall be pulled with branch circuit conductors.
- Junction Boxes must be listed for wet location and independently supported.
- Listed wet location IN USE covers for all receptacles and switches
- Circuit breakers must match panel manufacturer
- Extension cords are not permitted
- Pool light and heater will be powered from convenience receptacle with GFCI protection

Underground raceways

- Branch circuits must be installed in RMC, IMC, or Electrical PVC conduit.
- RMC or IMC type conduit must be installed a minimum of 6 inches below grade.
- Electrical PVC type conduit must be installed a minimum of 18 inches below grade.
- All exposed conduits shall be RMC or IMC type conduit

Bonding

- A solid #8 AWG copper equipotential bonding conductor shall be installed to connect all pool equipment and metal surfaces within 5 feet of the inside of the pool wall
- Equipotential bonding lugs must be suitable for the purpose.
- A pool water bonding kit must be installed on the pool pump or on the pool skimmer

Inspections

- An underground and final electrical inspection are required.

Permit # _____

Office Use Only



CITY OF JOLIET

Building & Inspectional Services

150 W. Jefferson Street, Joliet, IL 60432

Phone: 815-724-4070 Email: permitapplication@joliet.gov

Pool Permit Application

If permit applications are incomplete, and/or submitted without the required permit information and supporting documents, they will be returned to the applicant.
All Contractor's must submit a copy of the contract with all permit applications.

Address: _____ City: _____

Single Family Multi-Family - Number of Units _____

Is this property registered with the Neighborhood Services Rental Program? Yes No

Work Being Completed By: Homeowner Contractor

Homeowner's Name: _____

Address: _____

Phone: _____ Email: _____

Contractor's Name: _____

Address: _____

Phone: _____ Email: _____

Electrical Contractor's Name: _____

Address: _____

Phone: _____ Email: _____

Description of Work:

Above Ground Pool

In-Ground Pool

Pool Size:

Round Dimensions: _____ Other Dimensions: _____

NOTE: Proof of fence must be attached to your permit submittal!

Total Cost \$ _____

Applicant Signature: _____ Date: _____

Office Use Only:

Building Official Signature _____

Date _____



Permit # _____

150 W Jefferson St
Joliet, IL 60432
Phone: 815-724-4070
Email: permitapplication@joliet.gov

Residential Electric Application

Site Address		Pin #
SQUARE FOOTAGE- <i>please select either option and list the square footage of the structure:</i>		
<input type="checkbox"/> Single Family _____		<input type="checkbox"/> Multi-Family _____ # of Units: _____
Contractor Information		
Company Name		
License Number	City	
Supervising Electrician		
Address		
Phone	Email	
<i>Please provide detailed drawings/spec sheets for the proposed work and a Letter of Intent with the Company Letterhead.</i>		
Property Owner		
Name		
Address		
Phone	Email	
Type of Construction		
<input type="checkbox"/> New Construction		<input type="checkbox"/> Addition
<input type="checkbox"/> Other _____		<input type="checkbox"/> Remodel/Rehab
Project Type		
<input type="checkbox"/> Electric Service	<input type="checkbox"/> Neighborhood Services Repairs	<input type="checkbox"/> Generator
<input type="checkbox"/> Garage/Shed	<input type="checkbox"/> Fire Repairs	<input type="checkbox"/> Solar
<input type="checkbox"/> Above Ground Swimming Pool	<input type="checkbox"/> Inground Swimming Pool	<input type="checkbox"/> Hot Tub
<input type="checkbox"/> Other _____		
Description of Work		
Electrical Service		
<input type="checkbox"/> Overhead?	Amperage 100 _____ 200 _____ 400 _____	Solar Total (kW) # of Panels: _____ _____
<input type="checkbox"/> Underground?		
For Office Use Only	Other _____	
Approved By:		
Date:		
Total Fee: \$		
Comments:		

Plat of Survey Requirement

An accurate plat of survey is required for all permits for installation of, replacement of, and additions to fences, decks, pools, patios (with or without a roof), driveways, driveway aprons, sidewalks, garages, pergolas and similar structures, and additions. This includes the replacement of flatwork (driveways, aprons, sidewalks) with the same dimensions and location.

If you're having troubles locating your Plat of Survey, refer to these options:

1. Closing Papers from Purchase of Property.
2. Contacting the Mortgage Company.
3. FOIA (Freedom of Information Act) Request with the City of Joliet City Clerk's Office.

Note: This option may only yield results if the plat of survey was provided to the City of Joliet in the past for a building permit or a special zoning approval.

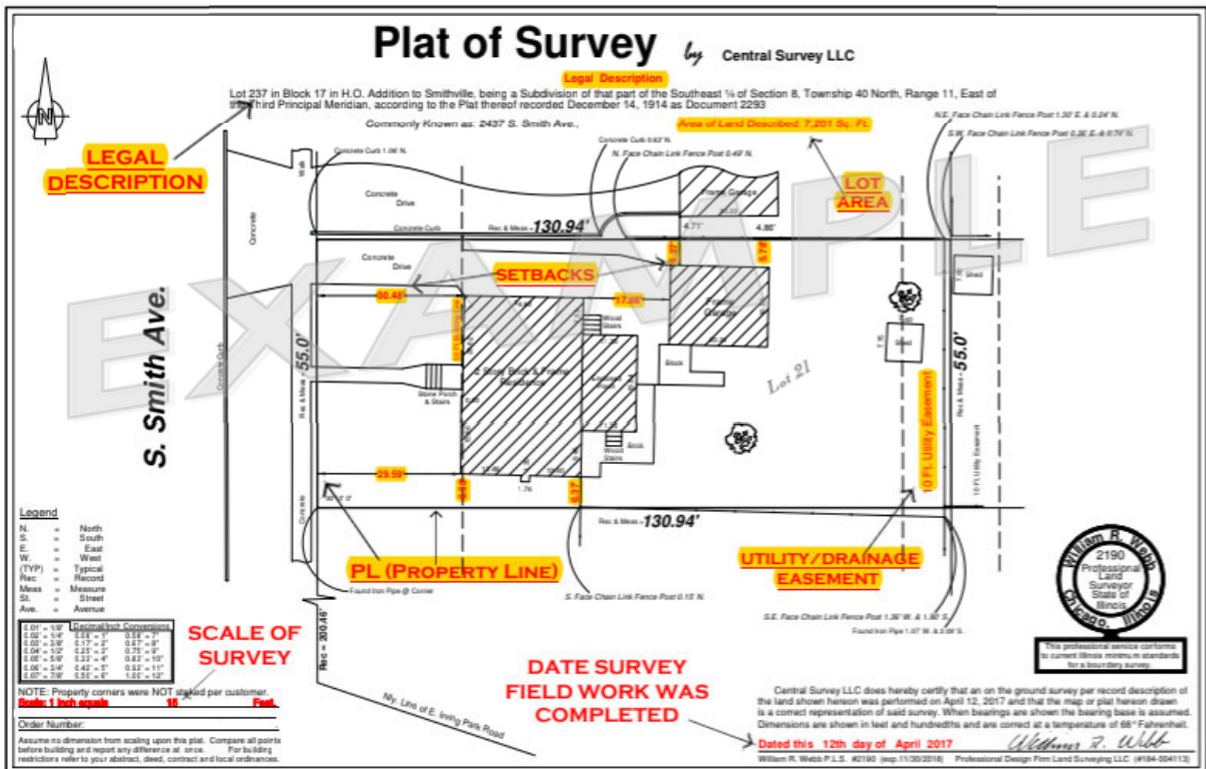
You may also try calling Local Surveying Companies for possibility of a copy.

If none of these options are successful in obtaining the Plat of Survey, you have to hire a Professional Land Surveyor to resurvey your lot. If you have any questions or concerns, please call the City of Joliet Building Department at 815-724-4070.

Note: The City of Joliet is not responsible for keeping plats of survey on file.

Example Plat of Survey

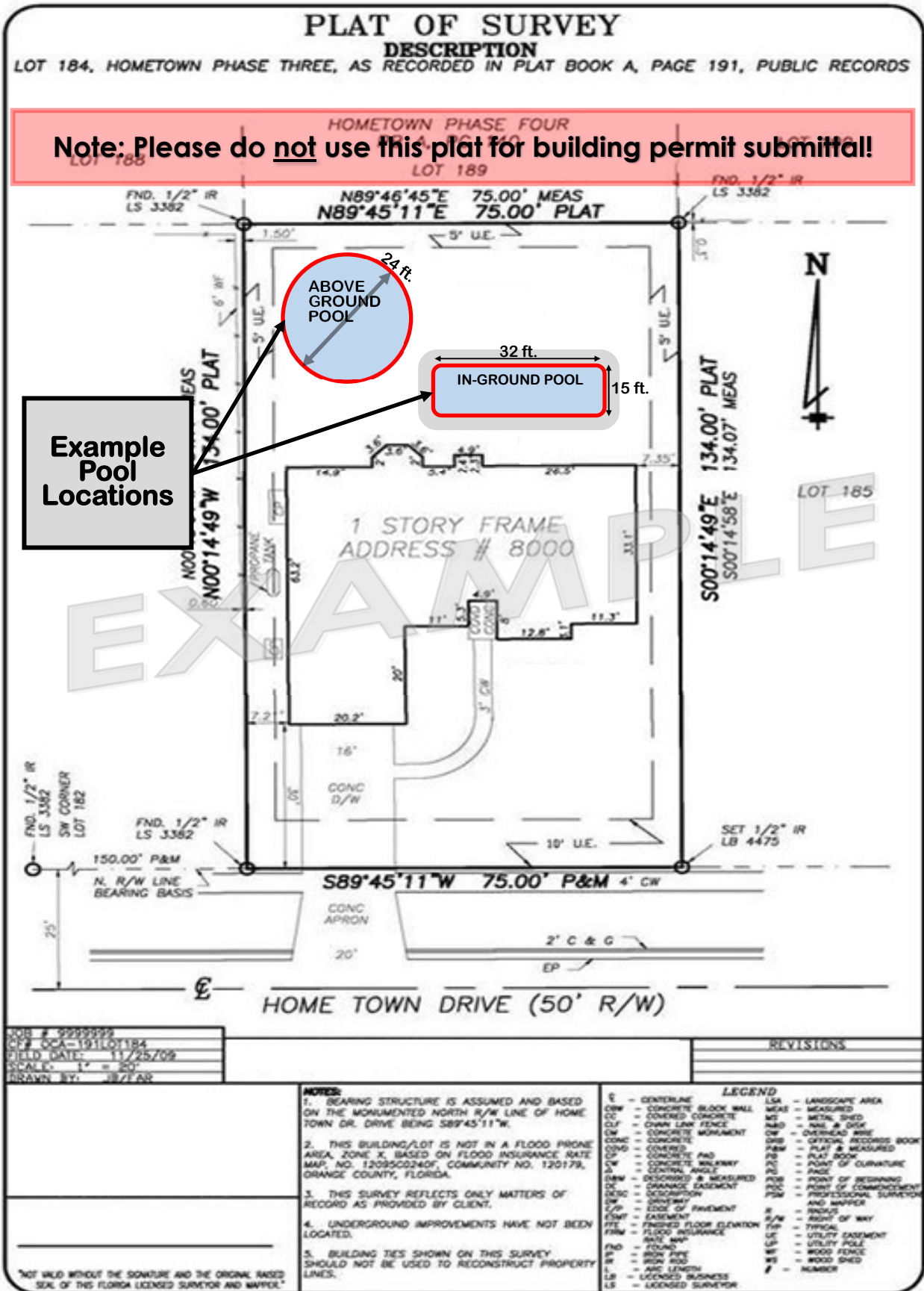
Please do not use for building permit submittals



Example Plat of Survey Mark Up

Please mark the placement & measurements of the proposed work on your plat of survey. The location and size will be reviewed by the Zoning Department. The Building Inspector will use the approved plat for the inspection of the proposed work. Please use a writing utensil that is easy to see on the plat of survey.

Zoning Questions?
 Email: zoning@joliet.gov or Call: 815-724-4055



Homeowner Associations (HOA's) that require prior approval before the City of Joliet will issue a building permit:

Ashford Place	Old Renwick Trail
Aspen Meadows	Prairie Terrace (Condos)
Brighton Lakes	Prairie Trail
Brookside	Regency Ridge (Condos)
Burr Oaks	Reserves @ Cedar Creek
Calla Terrace	Ridgefield Condos
Cambridge Run	Riverside at Ole Caton Farm
Campus Courtyards	Riverside Townes
Caton Ridge	Rock Run Point
Caton Ridge West (effective 3/25/21)	Sable Ridge (effective 10/20/23)
Caton Ridge South (effective 3/25/21)	Saint Paul's Estates
Century Oaks (Condos)	Sanctuary
Citadel on Rock Run	Saratoga West Condos
Clublands	Silver Leaf
Dames Executive Townhomes	Spangler Farms
Deer Run Estates	Springwood Condos
Eagle Ridge	Springwood South
Edgecreek Estates	Squires Mill
Estates @ Cedar Creek	Stone Creek
Fairway Estates II Condos	Theodore's Crossing
Fall Creek	Thorn Creek
Golfview Estates	Thornwood
Grand Prairie (Townhomes)	Timber Oaks (Condos & Townhomes) (9/8/23)
Greywall Club (Detached homes)	Timbers Edge Villas
Hampton Glen	Timberview
Heritage Lake (effective 8/12/24)	Twin Oaks
Hunters Ridge	Twin Oaks West
Inwood Terrace Condos	Waterford Pointe
Kearney Glen (effective 5/11/21)	Wesmere
Kendall Ridge (effective 6/27/23)	Wexford (single-family only)
Lakewood Falls Village (effective 5/4/23)	Wexford West (single-family only)
Lakewood Prairie (effective 5/13/21)	Whisper Glen
LeCarrow Glen Townhomes	Windsor Ridge
Legacy Pointe	Wooded Creek
Neufairfield	Woodland Terrace II
Neustoneshire	Villas @ Cedar Creek
Olde Mill Crossing (Townhomes)(9/8/23)	

Please provide a copy of your homeowner association's approval letter with your building permit submittal information.

UPDATED AUGUST 12, 2024

Permit Fee Payment Options

Once your permit is approved and ready to be issued, you will receive an invoice via email. Please use one of the methods below to complete the payment. When making payments, please reference the Application Reference Number near the top left corner of the invoice you will receive.

Option #1: By Phone (Credit/ Debit Card):

- Call: 815-724-3830 (you will speak with a person)
- Have the credit/debit card number ready
- Provide the application reference number in the upper left corner of the invoice

Option #2: By Mail (Checks)

Send checks to:

Customer Service/ Building Permit
City of Joliet
150 W. Jefferson St.
Joliet, IL. 60432

- Address all checks to **City of Joliet**.
- Include the application reference number from the invoice document on the memo line of your check.
- Include a copy of the invoice with mailed payments.

Option #3: Blue Drop Payment Box (Checks):

The blue drop box is on the west side of Joliet City Hall, 150 W. Jefferson St., Joliet, IL 60432

Please follow the same directions as when mailing. Enclose payment in envelope, address envelope as if mailing. Include Customer Service/ Building Permit on first address line. Place payment in an envelope and address it to Customer Service / Building Permit. Include your application reference number from the invoice on the memo line of your check.

After Payment

Once you have successfully paid for the permit, please notify the Building Department via the **permitapplication@joliet.gov** email address with the application reference number and address. Please note if you would like the permit emailed or mailed to a particular address.

The payment system is not automated and the Building Department does not receive notifications when payments are made. Building permits will not be issued in-person over the counter.

Building & Inspectional Services Division

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Joliet City Hall
150 W. Jefferson Street, Joliet, IL 60432
First Floor, South Wing