

A Guide to

Pool and Fence Enclosure Permits



When planning to construct a pool, whether it be an inground or above ground pool, this guide will assist you, the homeowner, when a permit is required and what is required for the permit application and any zoning regulations governing the construction of these structures.

When and Why a Permit Is Required

In general, a pool enclosure permit is required for all inground pools and above ground pools capable of holding water more than 0.6 m (approximately 24") deep at any given section of the pool. In addition, decks around above ground pools may require a permit and you should refer to "Guide for Constructing Porches and Decks".

Permits are necessary to ensure compliance with zoning requirements, the Ontario Building Code for structural and safety standards, and other applicable Provincial and Municipal regulations.

It is the responsibility of the homeowner to ensure a permit is obtained prior to any construction.

Constructing a pool without a permit can result in numerous problems including:

- **Complaints from neighbours**
- **Not conforming with the zoning and fencing By-Laws**
- **Difficulty selling the property**
- **Incurring liability should an injury occur to someone (visiting your property) as a result of a structure not complying to the zoning or fencing By-laws**
- **Extra cost in having to reconstruct the structure according to zoning and fencing By-laws**
- **Creating drainage problems due to disturbing grades**

What is the Cost to Apply for a Pool Enclosure Permit?

Please call Planning and Building Services (PBS) at 905-688-5601, ext. 1660 to obtain the current price.

There also may be a sidewalk damage deposit if a city sidewalk is located in front of your property.

The City of St. Catharines Pool Enclosure By-law and Zoning By-

Laws contain regulations governing location of pools and fence requirements around privately owned pools.

Location: For information on the minimum setbacks from property lines for swimming pools please contact a Zoning Technician in the PBS Department at (905) 688-5601, ext. 1660.

Fence and Gate Requirements: All required fences and gates shall have a minimum height of 5' above grade. They shall also maintain a maximum of 2" clearance under the required fence if the ground is primarily grass or earth and 4" maximum if the ground is primarily concrete or asphalt. Fence posts must be set a min 3'-0" below grade. If wood posts are installed, they must be treated with a wood preservative. Gates shall be self-closing and equipped with a self-latching device placed at the top and inside of the gate with a minimum distance of 4 feet above grade. (Refer to example of required fence drawings on the back for more information)

Pool Enclosure By-Law 2014-68

A copy of By-law 2014-68 is available at the City of St. Catharines, Legal and Clerks Services or downloaded at the City of St. Catharines website under By-laws www.stcatharines.ca or <https://stcatharines.civicweb.net/filepro/documents/78>

Applying For a Permit

Applications for a pool enclosure permit are available at the City of St. Catharines, PBS Department or downloaded at the City of St. Catharines website www.stcatharines.ca or <https://www.stcatharines.ca/en/by-laws-and-animal-services/fence-by-law.aspx#Applying-for-a-permit>.

With the submission of an application, you will be required to submit two (2) copies of a site plan, detailed fence construction drawings and the required pool enclosure permit fees (plus a deposit). Pool enclosure permits may be applied for by a property owner or by an agent on behalf the owner, such as the contractor or pool installer.

Required Drawings

Two (2) complete copies of detailed fence drawings are required with the submission of an application. A complete detailed site plan and elevation drawing of the surrounding fences must be submitted. All applications are subject to approval by Horizon Utilities.

The following must be shown on the site plan:

- **North arrow**
- **Scale**
- **Street names**
- **Lot dimensions**
- **Setbacks to all property lines at the proposed pool location & square footage of all buildings on the lot**
- **Location of fence enclosure and gates**
- **Location of Easement(s)**

The following must be shown of the fence elevation

- **Spacing between posts**
- **Spacing between vertical boards**
- **Spacing between horizontal rails**
- **Height of fence**

- **Depth of posts in the ground**
- **Indication of which side of the fence is the pool side and neighbour side.**

If a deck for an above ground pool is to be constructed, drawings for the deck must be submitted with the pool permit application.

City of St. Catharines "Site Plan" and "Guidelines for Decks" are available at the City of St. Catharines, PBS Department or downloaded at the City of St. Catharines website.

What to Do When Waiting for the Permit to Be Issued

Once you have submitted your application, we will review your submission as quickly as we can. We are aware of the importance to you in obtaining the permit quickly. Please make yourself available at the telephone number you provided at the time of application to ensure we can contact you should we require any clarification of your submission.

What to do When the Permit Has Been Issued

Once you receive your permit, please read the approved permit documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your permit. Any changes during or before construction must be submitted to the Building Section for review and additional fees may be applicable.

An inspection is also required during construction to ensure that all work is done in accordance with the approved plans.

Approved permit documents must be kept on site and available during inspections.

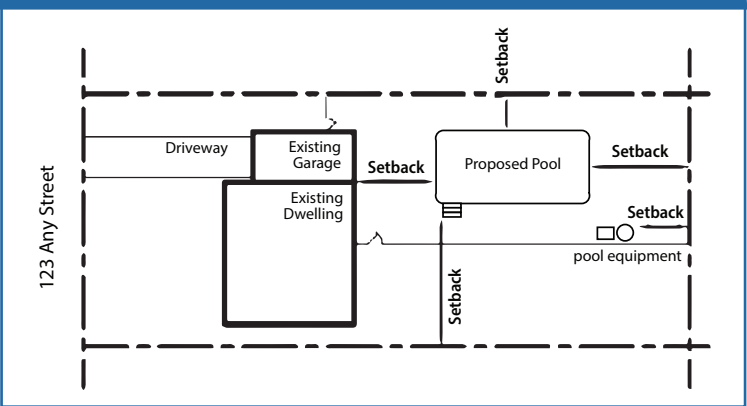
Note: It is the responsibility of the owner to ensure that either you or the contractor contact the City of St. Catharines, PBS Department to request an inspection before proceeding to the next phase of construction. All required inspections are listed on the permit.

Failure to schedule inspections will result in not being permitted to occupy or use the pool.

To schedule your inspections, call 905-688-5601, ext. 1660. Please have your permit number ready when scheduling an inspection.

If you have any further questions or concerns, please do not hesitate to contact the City of St. Catharines, PBS Department between the hours of 8:30 a.m. and 4:30 p.m. at 905-688-5601, ext. 1660.

Site Plan Example



Wood Fence Example

