



City of Richmond

Michigan

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36725 Division Road
P.O. Box 457
Richmond MI 48062

(586) 727-7571 ext. 202
(586) 727-2489 – fax

BUILDING APPLICATION Single Family Residential

- New Construction – Residential
- Addition - Residential
- Alteration - Residential
- Detached Garage – Over 200 sq. ft.
- Deck
- Pool
- Demolition
- Other _____

Property Address: _____

Parcel Number: _____

Oct. 2015

**APPLICATION FOR SWIMMING POOLS
CITY OF RICHMOND**

INSTRUCTIONS: Print or type requested information. Incomplete applications may delay processing of your request. Two (2) copies of the site plan and drawings are required with this application.

APPLICATION MAY REQUIRE 7 TO 10 DAYS FOR REVIEW. You will be contacted when the permit is ready to be paid for and picked up.

This application and checklist is for the use of pools on single family residential properties only.

NO POOL AND/OR DECK MAY BE BUILT OR INSTALLED UNTIL THE PERMIT HAS BEEN PAID FOR AND POSTED ON THE JOB SITE.

Plumbing and electrical permits must be pulled separately and prior to the start of any work. These permits may not be pulled prior to the issuance of the building permit.

No pool may be installed in an easement or in the street right-of-way.

All inspectors are part-time. Please check the schedule given to you showing the days and times the inspectors are available for inspection.

	APPLICATION INFORMATION
Applicant's Name	
Applicant's Address	
Applicant's Telephone (day)	
Contractor/Installer name	
Contractor/Installer address	
Contractor/Installer Telephone	
Contractor/Installer FAX number	
Builder/Installer's License Number	

	PROPERTY/PROJECT INFORMATION
Address of subject property	
Parcel identification number	
Construction start date	
Cost of Improvement	
Current zoning	
Current use	

	PROPERTY/PROJECT INFORMATION
Proposed use	
Name and address of owner of subject property (if different than applicant). <i>If there are multiple owners, list names and address of each and indicate ownership interest. Attach additional sheets if necessary.</i>	

APPLICANT CERTIFICATION	
<p>By signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City to enter the property associated with this application for purposes of conducting necessary site inspections.</p> <p>Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.</p>	
By: _____ (Signature of Owner/Applicant)	By: _____ (Signature of Contractor/Builder)
Name: _____ (Type/print)	Name: _____ (Type/print)
Date: _____	Date: _____

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
Date application received:	
Staff review date:	Building Official review date:
Staff reviewer name:	Building Official name:
Date plans approved for zoning:	Date plans approved by Bldg Official:
Special Conditions:	Special Conditions:

APPLICANT SITE PLAN CHECKLIST
Section 1418
City of Richmond
POOLS

_____ **APPLICANT**
 _____ **ADDRESS**

#	✓	SITE PLAN ITEM
1		Date
2		North arrow
3		Property address
4		Name, address, telephone number of person/company preparing plan (if applicable)
5		Existing lot lines with bearings and dimensions
6		Existing setbacks of buildings from lot lines with dimensions of the buildings and structures ⁷
7		Label all streets
8		Location, use, and size of existing and proposed easements (if applicable)
9		Location and dimensions of existing and proposed fences and gates (if applicable)
10		Location and dimensions of existing accessory buildings and storage sheds (if applicable)
11		Size and location of existing and proposed sanitary sewers (if applicable)
12		Size and location of existing and proposed water systems (if applicable)
13		Size and location of existing and proposed storm sewers (if applicable)
14		Surface water drainage system (surface and sub-surface) (if applicable)
15		Location of all other public utilities on the site, or serving the site, including but not limited to, natural gas, electric, cable television, fiber optic, telephone and other voice cable
16		Plumbing site plan
17		Electrical site plan
18		Homeowner's Building Improvement application (if applicable)
19		Other:
20		Other:

**Note: The site plan checklist is provided as a convenience for those filing a building application and who might use the City of Richmond's Zoning Ordinance. It is not part of the ordinance and may not possess a full description of required site plan detail pursuant to the subject request. Readers are strongly advised to consult the Zoning Ordinance for pertinent information.

Section 7.03 Swimming Pools, Hot Tubs, and Similar Facilities.

Private outdoor swimming pools, hot tubs, and similar facilities constructed in, on or above the ground shall be permitted as an accessory use in all zoning districts subject to the following:

1. **Exemption.** The standards of this Section shall not apply to permanent above- or below-ground swimming pools, wading pools, and portable pools with a diameter of less than 12 feet, a water surface area of less than 100 square feet, and a maximum water depth of less than two (2) feet.
2. **Yard limitations.** Private outdoor swimming pools, hot tubs, and similar facilities shall be located only in the rear yard.
3. **Setback requirements.** Private outdoor swimming pools, hot tubs, and similar facilities shall conform to the following minimum setback requirements:
 - a. Ten (10) feet horizontally from the water's edge to all side and rear lot boundaries, and to the exterior wall of any adjacent principal building.
 - b. Ten (10) feet horizontally from the water's edge to any overhead electrical, cable or telephone wires, and five (5) feet horizontally to any to any underground utility leads or conduits, except for parts of the swimming pool system.
 - c. 25 feet horizontally from the water's edge to any water well and ten (10) feet horizontally to any septic tank, tile field or other treatment facility, unless the county health department approves a shorter distance.
 - d. Three (3) feet horizontally from the water's edge to any dedicated easement or right-of-way. No swimming pool, hot tub or similar facility shall be located within an easement or right-of-way.
4. **Secured enclosure.** To prevent unauthorized access and protect the general public, private outdoor swimming pools, hot tubs, and similar facilities shall be secured and completely enclosed by a minimum four (4) foot and maximum six (6) foot high fence with a self-closing and latching gate, subject to the following:
 - a. Above-ground swimming pools with an overall height above grade of less than four (4) feet shall be enclosed with an integral fence securely attached to the top rail of the swimming pool, provided that any ladders or steps shall be retractable or removable.
 - b. Hot tubs and similar facilities may be secured with a lockable cover as an alternative to the fencing requirement.
 - c. The Building Official may waive the requirement for an enclosure around the pool area upon determining that the entire yard area is adequately fenced and secured against unauthorized access.
5. **Other requirements.** Construction or alteration of a private outdoor swimming pool, hot tub or similar facility shall be subject to approval of a zoning permit in accordance with Section 1.08 (Zoning Permits), and shall comply with all applicable provisions of the State Construction Code enforced by the City.