

# A QUICK GUIDE TO PERMITTING YOUR IN-GROUND POOL PROJECT

## **Building Code Considerations:**

In-ground pool requires a building permit. A retaining wall 4' or higher is required and does need a permit

An adjacent concrete ground level patio does not, nor does an adjacent raised pool deck does require a permit.

The raised pool deck is most commonly reviewed as a wood deck with requirements for foundations, framing, lumber spans, stair detailing, handrails, and guardrails.

An in-ground pool requires: a surrounding barrier to provide protection against accidental drowning by restricting access. The homeowner is ultimately responsible to provide the barrier even if the pool installer does not include it in his project scope. The barrier shall be minimum 48" tall with openings that do not allow passage of a 4" diameter sphere. It may have a lockable gate.

In-ground pool often have a variety of electric items including motors, filtration equipment, lighting, heaters, etc that require an electrical permit.

## **Other Approvals:**

A building permit evaluates a project for conformance with the Kentucky Building Codes. In Louisville Metro there are additional regulations that may apply to your project.

## **Zoning Considerations:**

Pools and decks shall not encroach into any required setbacks on the property. The Land Development Code can be found on the website of Planning & Design Services: [Land Development Code](#)

## **Preservation Districts and Overlays:**

Projects in the local Preservation Districts and Overlays involving changes to the exterior of a property or building require review and approval prior to issuance of a building permit. Contact Planning & Design Services for information regarding [Preservation Districts and Overlays](#).

## **Site Information**

To learn the zoning and form district, as well as other useful geographic information about your property, please visit our LOJIC mapping website here: [Lojic Map](#)

## **Utility Easements:**

Your property may contain utility easements which may prohibit construction. Confirm the existence of any easements as you plan your project.

## **Metropolitan Sewer District (MSD):**

MSD has requirements regarding flood plain, sewer connections, storm drainage, & erosion control.

## **Small Cities:**

Smaller cities within Louisville may require review of projects within their city limits. Be sure to check for such requirements as you plan your project.

**Note:** These are general comments only; your site may have additional requirements based on site specific conditions.

## **Application**

Applications are available in our office or online at: [Building Permit](#)

**A submittal should include a completed application form and drawings to explain the project. Refer to the residential checklist:**  
[Residential Building Permit Checklist](#)

**Fees are noted in the Promulgated Fees and Regulations chart at:** [Promulgated Permit Fees](#)

## **Plumbing:**

Permits are obtained from the State Department of Housing, Buildings, & Construction Division of Plumbing. Their forms, regulations, and contact information can be found on their website: [Division of Plumbing](#)

## **Inspections:**

All permits require inspections by our department to ensure that all applicable code requirements have been met and that the project has been constructed according to the approved plans. The number of inspections varies according to each project but generally occur at foundation stage, framing or "rough-in" stage, and a final inspection. It is the responsibility of the permit holder to notify the department when the work is ready for inspection

To request an inspection, simply contact the Department as noted below and make your request.

## **Contractor issued permits**

Building/HVAC/Electrical inspections can be requested either online by using the [Accela Citizen Portal](#) or call us 502.574.4400

Homeowner with your own permit [email us your request.](#)