



## PERMIT PROCEDURE FOR RESIDENTIAL SWIMMING POOLS & SPAS

New, replacing or relocating a pool requires a permit

**Before applying for a permit please read and submit all the following items for review:**

- **Residential building permit application** (filled out in its entirety)
- **Two (2) copies of a current to-scale property survey** — showing property lines, yard offset dimensions, rights-of-way and all applicable accessory structures. Survey shall have the surveyor's name and seal. A typical to-scale property survey is on 8½"x14" (legal size) paper. Photos or distorted surveys will not be accepted. The proposed location of the new or replacement swimming pool or spa should be shown on the survey.
- **Two (2) copies of DRAWINGS/ PRODUCT INFORMATION/ DETAILS OF POOL or SPA:**
- **ALL POOLS AND SPAS REQUIRE A RESIDENTIAL BUILDING PERMIT TO BE INSTALLED.** The pool or spa shall comply with the 2018 International Swimming Pool and Spa Code as adopted by the Pennsylvania Uniform Construction Code. The following is a link to a free online, read-only copy of the code.  
<https://codes.iccsafe.org/content/ISPSC2018P4>

**Below is a brief overview (but may not be all-inclusive) of the information required to submit in order to review the permit submittals:**

- Chapter 3 General Requirements
  - Section 305: Barrier requirements: All pools are required to have a barrier restricting entry into areas containing pools or spas. The most common barriers are fences complying with Section 305 of the 2018 ISPSC or a powered safety cover that complies with ASTM F 1346 for pools or locking safety cover that complies with ASTM F 1346 for spas. ***A separate fence permit application will be required for the installation of a fence. The fence must also comply with Section 808 of Chapter XX, Mt Lebanon Zoning Ordinance.***

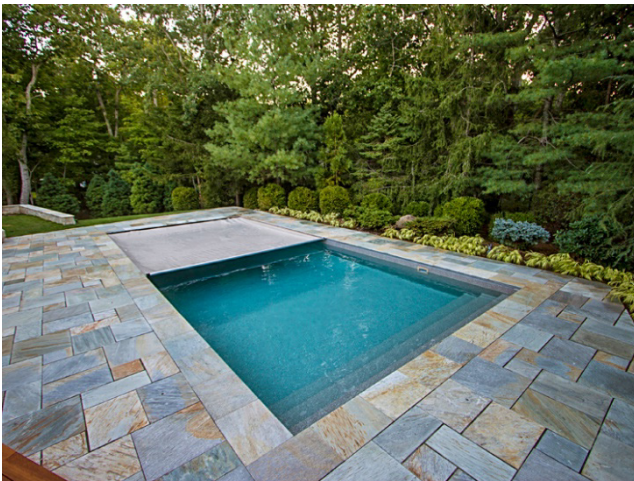


Visit [www.mtlebanon.org](http://www.mtlebanon.org) for more information

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FOR REVIEW**



- Section 305.3 Gates: All pedestrian gates in the pool barrier shall swing outward away from the pool or spa and include self-latching locks and self-closing hinges.
  - Section 305.4: Where part of a dwelling serves as the barrier, operable doors and windows with sill heights less than 48" above the indoor finished floor will require water hazard entrance alarms listed and labeled with UL 2017. These alarms are different than a home security system.
  - Section 305.5: An above-ground pool wall serving as a barrier may be compliant only if the pool manufacturer specifically allows the wall to serve as the barrier. This will also require a compliant ladder that can be secured, locked or removed when the pool is not in use.
  - Chapter 7 Ongoing Storable Residential Swimming Pools (Above Ground Pools):
    - All above-ground pools will comply with this chapter. Information showing compliance shall be submitted.
  - Chapter 8 Permanent Inground Residential Swimming Pools:
    - All inground pools will comply with this chapter. Information showing compliance shall be submitted.
- A grading and stormwater management plan will be required for pool installations that disturb more than 500 sq. ft. of earth or have substantial grading activity. The plans will need to show compliance with Part 3 of Chapter XIII, Stormwater Management Ordinance.



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# SWIMMING POOL INSTALLATION PERMIT APPLICATION

MT LEBANON INSPECTION OFFICE  
710 Washington Road  
Pittsburgh, PA 15228  
412-343-3408

PERMIT # \_\_\_\_\_

**This section to be completed by the Inspection Office**

Zoning Hearing \_\_\_\_\_ Zoning District \_\_\_\_\_ Allegheny County Parcel # \_\_\_\_\_

**Applications completely filled-out & with the required supporting documents will be processed in the order they are received.**

<b>Project Site</b>	Street Address _____
<b>Owner of the Property</b>	Owner Name _____ Address _____ ZIP _____ Phone _____ Email _____
<b>Contractor Information</b>	Contractor Name _____ Address _____ ZIP _____ Contact Person _____ Phone _____ Email _____
<b>Nature of Proposed Swimming Pool</b>	<input type="checkbox"/> In Ground Pool <input type="checkbox"/> Above Ground Pool <input type="checkbox"/> Temporary  _____  <input type="checkbox"/> Attached are two (2) copies of a full size, to-scale property survey with surveyor's name and seal. One copy marked with location of proposed pool.  <input type="checkbox"/> I have attached two (2) copies of construction plans of proposed pool including the barrier requirement. (Include a completed fence permit application if need to meet barrier requirement)  (Application <u>will not</u> be reviewed without a survey and the required construction plans)  <b>ESTIMATED COST OF PROJECT: IF PROJECT REQUIRES MORE THAN ONE APPLICATION, EACH APPLICATION MUST HAVE ITS OWN ESTIMATED COST. \$ _____</b>
<p>I hereby agree to be bound by the provisions of the ordinances, specifications, regulations and restrictions as may be imposed by Mt. Lebanon regarding this application. I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa. C. S. Â§4904, relating to unsworn falsification to authorities.</p> <p>APPLICATION MUST BE SIGNED</p> <p>Property Owner, Contractor or Representative _____ Date _____</p>	
<p><b>THIS SECTION TO BE COMPLETED BY THE INSPECTION OFFICE.</b> Plans, specifications and survey for the above application have been examined and I hereby certify that they comply in every particular with the Ordinances of Mt. Lebanon, PA and approve the issuing of this permit for the same, after paying the required fee.</p> <p>FEE: \$ _____</p> <p>Building Inspector's Signature _____ Date Approved _____</p>	