

St. Joseph County | City of South Bend

BUILDING DEPARTMENT

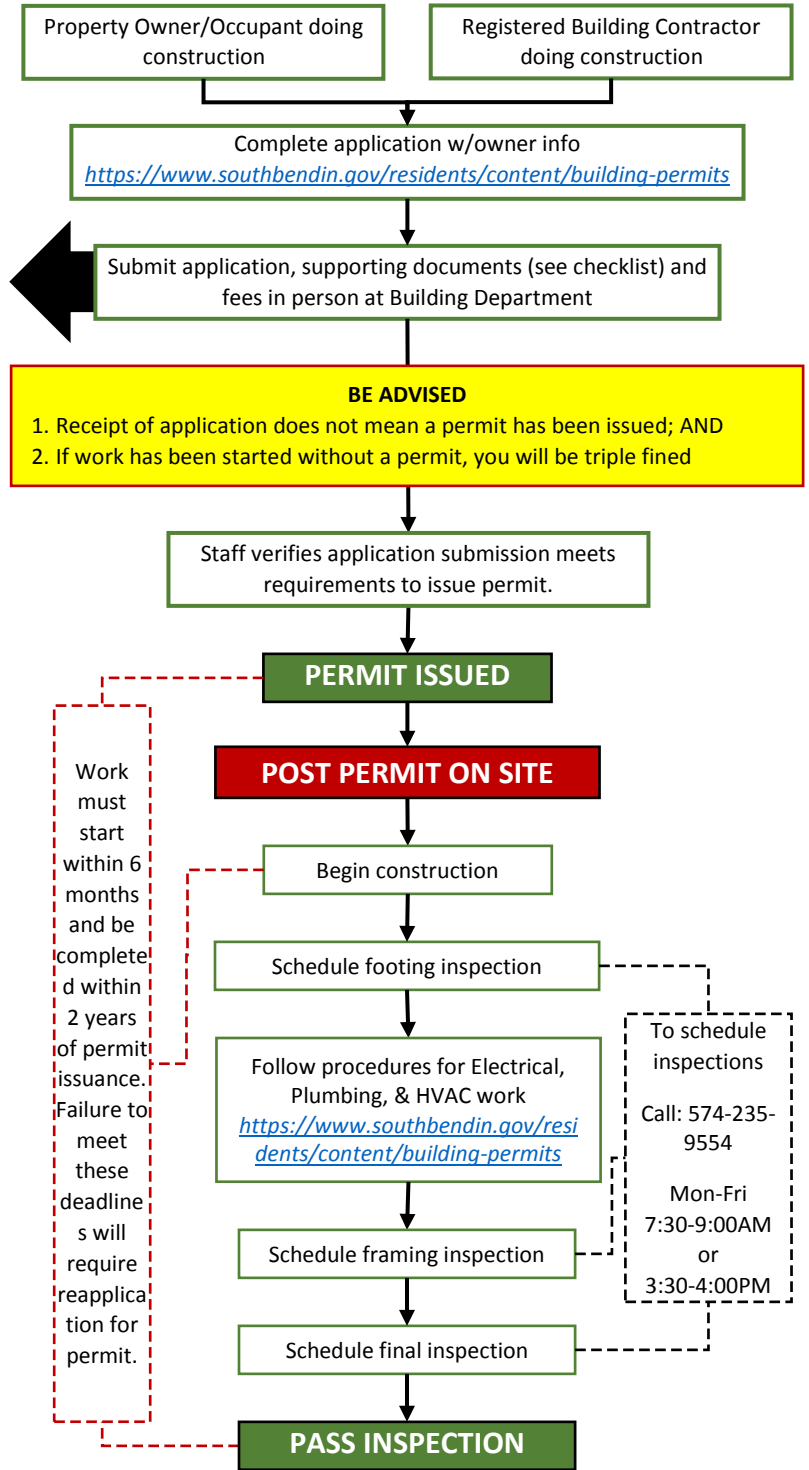
RESIDENTIAL SWIMMING POOL PERMIT APPLICATION

RESIDENTIAL SWIMMING POOL PERMIT CHECKLIST

- 1. Completed Application
- 2. Site plan showing
 - a. size of property
 - b. size and location of all structures on property
 - c. size and location of proposed accessory structure
 - d. If parcel is under 3 acres, it must be drawn to an engineer scale, such as 1":20'.
 - e. Example site plan: <https://southbendin.gov/wp-content/uploads/2018/08/Example-of-Site-Plan.pdf>
- 3. Special use/exception and/or variance approvals if applicable
- 4. Location of septic system and well on property (if applicable)
- 5. Signed contract showing estimated cost of construction
- 6. All applicable contractors involved in the project-building, electrical, plumbing, and HVAC. (on application form)
- 7. Application fee ****SEE FEE SCHEDULE FOR APPLICABLE PERMIT FEES**

USEFUL LINKS

- ✓ Residential Permitting Steps <https://southbendin.gov/wp-content/uploads/2018/08/ResidentialPermitting-Process.pdf>
- ✓ City of South Bend Zoning Ordinance/Variances <http://southbendin.gov/zoning>
- ✓ St. Joseph County Zoning Ordinance/Variances <http://sjcindiana.com/apc>
- ✓ Flood Plain Map <https://dnrmmaps.dnr.in.gov/appsphp/fdms>
- ✓ Wetland Map <http://stjocogis.maps.arcgis.com/apps/PublicInformation/index.html?appid=fdd445df825c47739d3cdc2a5379094f>
- ✓ Historic Properties <http://stjocogis.maps.arcgis.com/apps/PublicInformation/index.html?appid=fe6f472405f14b468e2f983c83ecbba1>





RESIDENTIAL SWIMMING POOL PERMIT APPLICATION
 ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

PAYMENT:
 CHECK # _____
 CARD
 CASH

**PROPOSED
 PROJECT
 ADDRESS:**

_____ Address _____ City _____ Zip _____ Township

PROPERTY OWNER:

PHONE NUMBER:

EMAIL:

MAILING ADDRESS:

_____ Address _____ City _____ State _____ Zip

SIGNED CONTRACT SHOWING COST OF CONSTRUCTION MUST BE PROVIDED UPON APPLICATION SUBMITTAL

TOTAL COSTRUCTION COST: \$

PROJECT SIZE:

_____ Swimming Pool (sq/ft) _____ Deck 30" or more above grade (sq/ft)
 (Water depth at least 42")

EXISTING

STRUCTURES:

_____ Primary Structure (sq/ft) _____ Accessory Buildings (sq/ft) _____ Other (sq/ft)

VARIANCE, SPECIAL USE/ EXCEPTION APPROVAL DATE, IF APPLICABLE*:

*PLEASE PROVIDE APPROVAL LETTER

**PROPOSED
 ACCESSORY
 SETBACKS:**

_____ Front Lot Line (ft) _____ Side Lot line (ft) _____ Side Lot line (ft) _____ Rear lot line (ft) _____ Other (ft)



RESIDENTIAL SWIMMING POOL PERMIT APPLICATION
ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

BUILDING CONTRACTOR: _____ OR OWNER AS CONTRACTOR

PHONE: _____ EMAIL: _____

ADDRESS: _____
Address City State Zip

SUB-CONTRACTORS:

Electrical Contractor: _____ N/A
Plumbing Contractor: _____ N/A
HVAC Contractor: _____ N/A

Other: _____ Scope of Work: _____
Other: _____ Scope of Work: _____
Other: _____ Scope of Work: _____
Other: _____ Scope of Work: _____
Other: _____ Scope of Work: _____

***All contractors must be licensed and/or registered with our department. For more information on this go to <http://www.southbendin.gov/government/content/contractor-licenses-0>**

***Application must be signed below**

I certify the above to be true and accurate to the best of my knowledge.

The Owner or Assignee obtaining this permit is responsible for determining the location of the property lines and conforming with the setback, height, and all other requirements of the Zoning Ordinance. Also, the restrictive covenant relating to the property may be more restrictive and should be checked.

The undersigned Owner or Assignee does hereby accept the above responsibility.

APPLICANT SIGNATURE

DATE

PRINT NAME

ORG/BUSINESS OR OWNER

PHONE

EMAIL