

# St. Joseph County | City of South Bend

## BUILDING DEPARTMENT

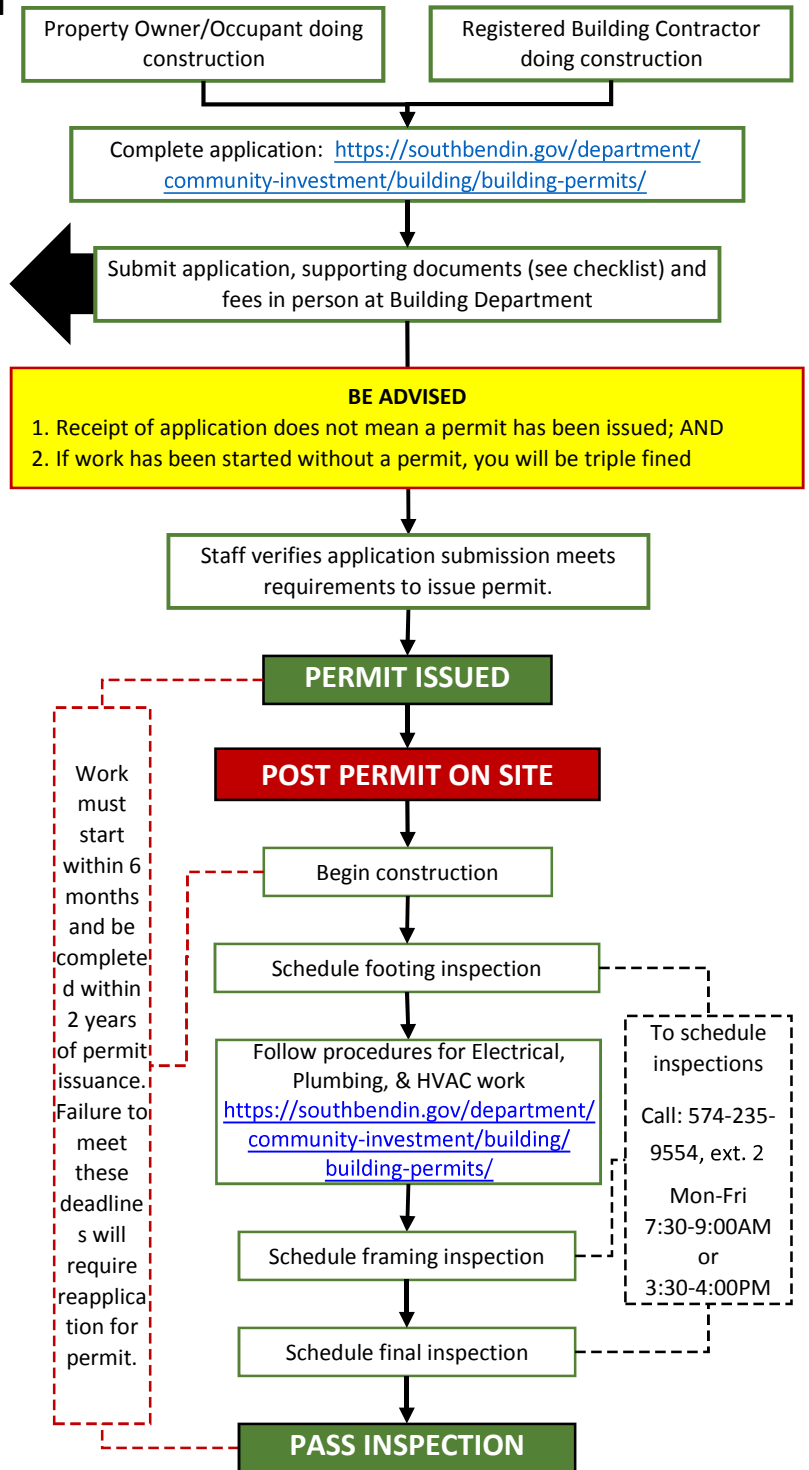
### CITY RESIDENTIAL SWIMMING POOL PERMIT APPLICATION

#### CITY 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 (no smaller than 1/8")
  - 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/Variations <http://southbendin.gov/zoning>
- ✓ Flood Plain Map <https://indnr.maps.arcgis.com/apps/webappviewer/index.html?id=05026dabc2e8461983e196d56a213c1e>
- ✓ Wetland Map <https://stjocogis.maps.arcgis.com/apps/PublicInformation/index.html?appid=fdd445df825c47739d3cdc2a5379094f>
- ✓ Historic Properties <https://stjocogis.maps.arcgis.com/apps/PublicInformation/index.html?appid=fe6f472405f14b468e2f983c83ecbba1>





**CITY 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 at or over 30" 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)

