

Pool Permit

Definition:

A residential structure containing more than 24 inches of water with the intent for swimming, recreational bathing, or wading. This includes, but is not limited to, in-ground, above-ground, on ground pools, hot tubs, and spas.

Permits:

In order to put up or install a pool or hot tub, the City of Waukee requires the following:

- A permit application for the pool, and any supporting documents related to the build specifications.
- Supporting documentation for a non-scalable fence or barrier at least 48 inches in height above finished ground level with all access points being self-closing and self-latching.
- A permit application for electrical and/or plumbing if necessary
- A permit application for any decks, stairs, or accessory structures related to the pool
- A site plan indicating the location of the new project on your lot.

Process:

1. Obtain and fill out a general permit application from the Development Services Department at Waukee City Hall, or online at www.waukee.org/BuildingPermits.
2. Submit the completed application(s) and supporting documents listed in the “Permits” section.
3. After the application and all required information have been submitted, the department has 12 business days to review the application.
4. You will be notified by email or telephone of approval and any fees.
5. Once the permit has been approved and paid for, you may begin your project.

Things to Know:

- Restrictive covenants are the responsibility of the property owner. Make sure to check with any Home Owners Association before installing your project.
- Always **contact 811** before digging to locate utilities that may be under your property.

Permit Fees:

In ground Pool: \$150.00.

Hot tub trade work only: \$75.00.

Above ground pool: \$50.00.

**Subject to change due to City adopted Ordinances. Further charges may be issued upon review of any and all submitted materials.*

Waukee Development Services Department

204 W. Hickman Rd.- Waukee, Ia 50263 – 515-978-9533 – www.waukee.org/BuildingPermits