

City of Ponca
Swimming Pool Permit Procedures

1. In concern for the safety and welfare of the residents of the City of Ponca, and to ensure compliance with municipal codes, a permit to construct, install, enlarge, or alter any private swimming pool, which is designed to contain water of more than 24" in depth, is required prior to construction. Application for a permit is available at City Hall. The cost for such a permit is \$100.00 for inground, and \$50.00 for above ground.
2. The owner of the property or the swimming pool contractor shall submit a swimming pool application permit prior to commencing installation.
3. The application for permit shall be accompanied by construction documents, drawn to scale, must include the following:
 - a. Dimensions and construction of the pool and appurtenances.
 - b. Distances to lot lines, buildings, sidewalks, fences, and utility easements.
 - c. Details of the water supply system.
 - d. Vertical elevations and sections through.
 - e. Fencing and landscaping plan, or combination thereof.
 - f. Electrical Plans.
4. After examination of the application and construction documents and the proposed work has been determined to comply with all applicable requirements, the Building Inspector shall issue a permit for the proposed work. Please allow 1 to 2 working days for permit approval.
5. The permit will become invalid if the authorized work does not commence within six months and is completed within one year after issuance of the permit.
6. General Requirements
 - a. No pool shall be located or constructed closer to any side or rear lot line than allowed by zoning ordinance for a permitted accessory building, cannot be built over any utility easement.
 - b. The water line of any pool cannot be less than 4 ft. from any lot line.
 - c. No direct connection shall be made to the sanitary sewer or septic system.
 - d. The pool shall be completely enclosed by a fence of not less than 48" in height made of sufficient strength and constructed without voids, holes, or openings larger than 4" in one dimension to prevent access to the pool. The wall of the house or building facing the pool may be incorporated as a portion of such fence. The location and fencing required shall be subject to all other applicable ordinances.
 - e. Above ground pools with self-provided fencing to prevent unguarded entry will be allowed without separate additional fencing, provided the fence is the minimum required height and design as specified. The sidewall of the pool shall not be considered a barrier on its own.

- f. Gates or doors shall be equipped with self-closing and self-latching devices for keeping the gate or door securely closed at all times when not in use.
- g. All electrical installation provided for, installed, and used in conjunction with a private swimming pool shall be in conformance with state laws and city ordinances regulating electrical installations.
- h. If overhead flood or other artificial lights are used to illuminate the pool at night, such lights shall be shielded to direct light only on the pool.
- i. No pool shall be operated or maintained as to create a nuisance, a hazard, an eyesore, or otherwise to result in a substantial adverse effect on neighboring properties, or to be in any other way detrimental to public health, safety, and welfare.
- j. The swimming pool(s) shall be maintained in a sanitary manner. The City of Ponca Board of Health may inspect each private swimming pool maintained in the city.
- k. Hot tubs which have a cover that is locked or secured in place are exempt.