



Department of Planning & Development
 City of South Portland
 829 Sawyer Street
 South Portland, Maine 04106
 (207) 767-7603

SWIMMING POOL PERMIT APPLICATION

For Office Use:		
Date: _____	Fee Paid: _____	Map: _____ Lot: _____ Zoning District: _____
Application #: _____	Permit #: _____	Date Issued: _____

LOCATION of POOL (Street Address): _____

OWNER NAME: _____ OWNER ADDRESS: _____

OWNER PHONE: _____ OWNER EMAIL: _____

POOL CONTRACTOR & ADDRESS: _____

SIZE OF POOL: DIAMETER OR LENGTH X WIDTH _____ DEPTH _____

MATERIALS: _____ ABOVE GROUND IN-GROUND

ESTIMATED COST: \$ _____ **NOTE: RATE BASED ON \$15 PER \$1000 – MINIMUM FEE \$25.00**

Please submit the following materials with this application:

- Class A Survey or at minimal a Class D Survey (Mortgage Loan Inspection Plan) showing the boundaries of the property and accurate location of the proposed swimming pool. (Sec. 25-4. & Sec. 25-8.) **See back.**
- Plot plan showing the height and type of existing fencing or walls on the boundary lines of the property. (Sec. 25-10.) **Note: Minimum (4) feet in height, maximum (6) feet in height fence. Shall be equipped with self-closing and self-latching devices.**
- Drainage plan meeting the submission and design standards of Sec. 27-1536(3) of Chapter 27 of the Code of Ordinances. **See back.**

I hereby acknowledge that I have read this application, state that the above is correct, and agree to comply with all City Ordinances and State Laws regulating swimming pool construction. Work will not begin until building permit card is posted.

SIGNATURE of Owner/Applicant/Agent _____ **Date** _____

For Office Use:	
APPROVED BY BUILDING INSPECTOR _____	Date _____

Sec. 25-4. Application for permit: To whom made; accompanying materials.

(c) An application for a swimming pool shall be accompanied by duplicate sets of the following:

- (i) An existing conditions plan prepared by a land surveyor or other qualified professional licensed in the State of Maine and drawn to scale showing the boundaries of the property; any improvements on the lot including buildings, structures, and paving; and any existing easements.
- (ii) A plot plan prepared by a land surveyor or other qualified professional licensed in the State of Maine at the same scale as the existing conditions plan showing the accurate location of the proposed swimming pool on the property, together with any proposed bathhouses or cabanas. The plot plan shall also show the location, height and type of existing fencing or walls on the boundary lines of the property, together with the type and height of such fencing or enclosure as may be required by Sec. 25-10 to prevent, within reason, any person from gaining access beneath or through the fence when the pool is unguarded or unattended.
- (iii) Plans and specifications of the proposed swimming pool.
- (iv) A drainage plan meeting the submission and design standards of Sec. 27- 1536(3) of Chapter 27 of the Code of Ordinances, as may be amended from time to time.

Sec. 25-8. Location.

No private swimming pool or wading pool shall be erected nearer to a street property line or nearer to a side property line than herein set forth for all residence zones. The proposed location of a swimming pool shall be set with stakes or flags by a land surveyor or other qualified professional licensed in the State of Maine at the time of application, and the actual location shall be verified by said professional prior to final City inspection and approval by the Code Enforcement Officer.

(1) Residential zoning districts (at time of enactment of Ordinance #18-19/20, those districts are RF, AA, A, G, VR, RT, WR, A-1, G-1, G-2, G-3, G-4, G-5, G-6 and O'NEIL). **Minimum setback from street property line fifty (50) feet, minimum setback from a side or rear property line, ten (10) feet.**

(2) Non-residential zoning districts. Minimum setback from street property line twenty (20 feet), minimum setback from a side or rear property line, ten (10) feet. A corner lot where the street frontages are such that the shorter frontage is ninety (90) per cent or less of the longer frontage, the lot shall be deemed to front on the street possessing the shorter frontage and the longer frontage shall be considered the side property line.

(3) Exception.

(a) Notwithstanding the above locational limits and without the need for a variance, the Code Enforcement Officer may issue a permit to an owner of property improved with a dwelling for the purpose of making a private swimming pool on the property safely available to an individual with a disability who resides in the dwelling, provided that the Code Enforcement Officer first makes a determination as follows:

- (i) the requested accommodation is requested by or on behalf of an individual with a disability as that term is defined in 5 M.R.S. § 4553-A, as may be amended;
- (ii) the requested accommodation is necessary to provide an individual with a disability an equal opportunity to use and enjoy a private swimming pool; and
- (iii) the requested accommodation is not greater than necessary for the safety and effectiveness of the private swimming pool.

Sec. 27-1536. Performance standards with respect to stormwater management.

(e) Standards for a Drainage Plan.

(1) Design Standard The plan must demonstrate that the proposed improvements are designed to minimize the amount of stormwater leaving the site. This must include consideration of the design and location of improvements to minimize the total area of impervious surface on the site and stormwater management techniques to minimize both the volume and rate of runoff from the lot. The use of LID practices appropriate for the type of development as set forth in Chapter 10 of the DEP Stormwater Manual, Volume III-BMPs Technical Design Manual, and/or any City of South Portland LID Manual adopted by the Planning Board after appropriate notice and hearing is encouraged but not required. The Drainage Plan must also demonstrate that:

- (a) any stormwater draining onto or across the lot in its pre-improvement state will not be impeded or re-directed so as to create ponding on, or flooding of, adjacent lots;
- (b) any increase in volume or rate of stormwater draining from the lot onto an adjacent lot following the improvement can be handled on the adjacent lot without creating ponding, flooding or other drainage problems and that the owner of the lot being improved has the legal right to increase the flow of stormwater onto the adjacent lot;
- (c) any increase in volume or rate of stormwater draining from the lot onto City property following the improvement can be handled without creating ponding, flooding or other drainage problems and that the owner of the lot being improved has the legal right to increase the flow of stormwater onto the City's property; and
- (d) any increase in volume or rate of stormwater draining from the lot into the City's separate storm sewer system can be accommodated in the system without creating downstream problems or exceeding the capacity of the storm sewer system.

(2) Submission Requirements A Drainage Plan must include a written statement demonstrating how the project has been designed to minimize the volume and rate of stormwater leaving the site including provisions for minimizing the area of impervious surface or the use of LID practices, and a plan and supporting documentation with at least the following information:

- (a) The location and characteristics of any streams or drainage courses existing on the parcel and/or abutting parcels
- (b) The existing and proposed grading of the site using one-foot contours.
- (c) The location and area of existing and proposed buildings and impervious surfaces on the site.
- (d) The existing pattern of stormwater drainage on the site, including points of discharge to the City's storm sewer system or adjacent properties.
- (e) The proposed pattern of stormwater drainage after development, including the location and design of any stormwater facilities.

(3) Relationship to Other Provisions.

Drainage Plans are subject to the requirements of subsection (f), Standards for Easements or Rights-of-Way; subsection (g), Material Requirements; subsection (h), Modification of the Standards and Requirements; and subsection (i), Discharge of Stormwater.