

Storable Pool: Those that are constructed on or above the ground and are capable of holding water to a maximum depth of 42", or a pool with nonmetallic, molded polymeric walls or inflatable fabric wall regardless of dimension.

Residential Storable Pool Plan Handouts are available in the Code Administration Office for use with permit applications.

[Please note this handout will be required for a permit application if the plans provided by the applicant do not provide the necessary information.]

STORABLE POOLS:



The purpose of a permit is to make sure the project meets minimum safety requirements and complies with the Code of the City of Hagerstown.

In addition, the following restrictions apply:

Any electrical or plumbing work must be performed by a City licensed electrician or plumber. Electrical and plumbing permits must be obtained prior to issuance of a building permit.

A fence permit is required for any new fencing or replacement of existing fencing.

Zoning Regulations: Setbacks, easements, and historic district design review requirements may exist on a property, for site specific information please contact the Planning Office at (301) 739-8577 x138.

The Code Administration Office is open Monday through Friday from 8:00am - 4:30pm for any additional questions or concerns.

Permit Applications are accepted Monday through Friday from 8:00am - 4:00pm.



**CITY OF
HAGERSTOWN,
MARYLAND**

Planning and Code Administration Department
One East Franklin Street, Suite 300
Hagerstown, Maryland 21740

Phone: 301-739-8577, Ext. 127
Fax: 301-791-2650
Email: codecompliance@hagerstownmd.org



**City of
Hagerstown,
Maryland**

*How to Obtain A
Building Permit
for a
Residential
Swimming Pool
(Greater than 24" in depth)*



*Planning and
Code Administration
Department*

301-739-8577, Ext. 127

These guidelines pertain to residential construction only. Some properties may have characteristics which require more extensive review and additional information. These guidelines are for convenience purposes only and may not apply in every case.



STEP 1: Apply in person to the Planning & Code Administration Department, One E. Franklin St., Ste. 300. Applications by mail, fax or telephone are not accepted at this time. There is a fee for a permit.

Please bring the following information with you:

- Completed Building Permit Application
- Scaled plot plan, including the location of all existing structures and easements, roadways, and alleys. The plan must show the location of the proposed pool. It must also indicate distances from the pool to all property lines.
- Written permission from the property owner if the applicant is not the property owner.
- Three (3) complete sets of building plans (in-ground only) and manufacturer's information.
- Estimated value of all labor and materials.
- If you are hiring a contractor for your proposed construction, the contractor must be licensed with the Maryland Home Improvement Commission (MHIC). Please provide us with the contractor's name, address, phone number, and MHIC number. If you are erecting the pool yourself, an MHIC license is not required.

STEP 2: Your application will be forwarded to all appropriate agencies for review and approval. Please allow a minimum of 10 to 14 business days for processing the application.

Note: Applications for plumbing and electrical permits must be received during the review period as necessary. **Applications made for properties within historic districts must also be approved by the Historic District Commission prior to permit approval.**

STEP 3: Once the reviews have been completed and the application is approved, your permit will be issued.

STEP 4: After obtaining your permit, you may begin work. Contact the Inspection Request Line at (301) 797-6313 to schedule all necessary inspections after each phase of the work has been completed.

All Permits must be posted on the job site prior to construction.

In addition, the following guidelines apply to pool installations:

1. All pools must be enclosed by a fence or other barrier extending not less than 4 feet above the ground. All gates shall be self-closing and self-latching.
2. If an above-ground pool wall is 48" or higher, the pool wall can be considered as the barrier. In this case, the pool entrance ladder must be enclosed with a minimum 48" fence or similar barrier. Gates into the barrier must be self-closing and self-latching.
3. Pools must be at least 25' from overhead electric lines and at least 5' from underground electric lines.
4. An electrical permit is required to hard-wire the filter and pump or to install a GFCI protected receptacle. Please note that extension cords are NOT allowed.
5. If a deck is built with the pool, all requirements for deck construction must be followed; a separate building permit is required.
6. Zoning Regulations: Setbacks noted are for general use, a stricter requirement may exist on a property as part of a deed restriction or easement.

Detached from house/ deck:

- A. Side yard setback 4'
- B. Rear yard setback 5'
- C. From any structure 3'

Attached to house/deck:

- A. Side yard setback total of 15'; example: 4' on one side, must maintain 11' on other side
- B. Rear yard setback 30'-35' depending on residential zoning district; no minimum rear setback in CC-MU

