



CITY OF FLAT ROCK

DEPARTMENT OF BUILDING & SAFETY

25500 Gibraltar Road, Flat Rock, MI 48134
Telephone (734)782-0445 Fax (734)783-0304
www.flatrockmi.org

Pool Application Process

In order to expedite your pool permit, please provide the following information with the permit application.

- Provide a building permit **completely filled out** to include all contact information for both the property owner, contractor and or architect.
- Provide a complete plot plan which includes all property dimensions, location of existing structures, sheds, garage, all with dimensions from the property lines, dimensions for all structures, location of any easements and size, location of any overhead power lines, and locations of underground wiring,
- Provide location of proposed pool equipment (i.e. pump, heater, etc.)—Must be located in the year yard.
- Provide full manufacturer specifications to include full cross sectional, brand, equipment type, BTU, description as to how it's constructed, etc.
- Indicate the type of pool (i.e. inground, above ground, inflatable)
- Indicate any concrete patio or concrete that may surround the pool showing length, width and depth.
- Indicate on the plan that you will meet all 2015 International Swimming Pool and Spa Code (ISPSC) and the 2015 Michigan Residential Code (MRC) code requirements
- If you already have at least a 4' fence surrounding your yard, you will need to indicate that all gates will have a self-closing hinge, swing outward, and have a pool type latch
- If you do not have a fence and the pool sides are less than 48", then you will need to provide a **separate permit** application for a fence (which meets the same criteria as mentioned above)
- Provide specifications for any pool ladder, diving board, etc.
- Provide a copy of the signed HOA approval letter (if required)
- Indicate the use of a door alarm on any rear door that goes into the year yard

If your property is in a newer subdivision, more than likely our department will have a copy of a plot plan on file that was used during the initial construction of your home. You can request a copy be sent to you.

Here are some general guidelines to assist in your planning:

- Pool must be located a minimum of 5' from the side or rear property lines
- Pool must be located a minimum of 1' from any easement
- Pool must not be located under any power line unless it meets the minimum height distance from the pool to the power line as outlined in 2015 ISPSC
- Pool sides must be a minimum of 48" to qualify as a barrier
- Pools are not allowed in the front or side yards
- Pools must be a minimum of 10' from any structure (house, shed or garage)

Please feel free to call our office if you have any questions and or concerns at 734-782-0445.

Building and Safety Department