

Lexington-Fayette  
Urban County  
Government

Department of  
Planning,  
Preservation &  
Development

Derek Paulsen,  
Commissioner

# Permit Guide For Swimming Pools

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SPECIAL SERIES

VOLUME 2

VERSION 1

## Division of Building Inspection

Physical  
Location:

101 East Vine St.

2<sup>nd</sup> Floor

Mailing Address:

200 East Main St

Lexington, KY  
40507

Phone: 859-258-  
3770

Fax: 859-258-  
3780

Website:  
<http://www.lexingtonky.gov>

The installation of an in-ground swimming pool requires a Swimming Pool Permit from the Division of Building Inspection. Approval is also required from the Fayette County Health Department prior to obtaining a Swimming Pool Permit. If you are located in a Historic District (H-1) you will need to obtain a Certificate of Appropriateness issued by the Division of Historic Preservation. If your project is located in a neighborhood that has a Neighborhood Design overlay (ND-1) you will need to have your plans approved by the Division of Planning to ensure your project meets the design criteria. If your proposed pool is located in an easement you will need to obtain encroachment agreements prior to obtaining a Permit. If your project is located in a flood plain, you will need a special permit from the Division of Engineering. Also, if your pool project includes grading or disturbing an area of land which is more than 5000 sq ft you will need to obtain a Land Disturbance Permit from the Division of Engineering.

**To apply online, you will need to first register for an account through our online portal at: <https://lexingtonky.gov/permits>**

**Select "New Users: Register for an account" and answer the questions. If you need help registering for your account, please call: 859-258-3770.**

**Applications for a Pool Permit must include the following:**

- a. **A completed application on our online portal at: <https://lexingtonky.gov/permits>.  
To Apply: Select Building Inspection, agree to disclaimer, select Pools.**
- b. **Site Plan** which includes dimensions of lot, fence, easements, dimensions of existing house or other structures on lot, location and size of proposed pool, sidewalks/walkways and the distances from the structure to property lines.
- c. **A copy of your subdivision plat** (available at the Fayette County Clerks office) or a mortgage survey.
- d. **Fence** or wall to be indicated on site plan meeting the following criteria: Height of 4 ft minimum; maximum distance to between grade and bottom of fence is 4 inches; fence to have no openings larger than 4 inches (lattice openings 1 ¾ inches max/chain link 2 ¼ inches max)fencing; horizontal fence members which are less than 45 inches apart should have those members on pool side of fence (good side out); gates to open outward and to be self-closing and self-latching; latches to be placed 4 ft above grade minimum; If the fence is not existing you will need to obtain a fence permit prior to installation.
- e. **Licensed electrical contractor** is required to perform all electrical work required by the National Electric Code.
- f. **Public swimming pools** require occupant loads and construction documents showing compliance with the 2013 Kentucky Building Code.
- g. A completed and signed **Homeowners Responsibility Acknowledgement** form which may be found here: <https://www.lexingtonky.gov/sites/default/files/2017-07/Homeowner%20Responsibility%20Acknowledgement.pdf>
- h. **Swimming Pool Permit** from the Lexington Health Department.

In addition to these items you will need to list your registered contractor or if you are performing the work on your own property you will need to furnish our office with an affidavit regarding workers compensation. Residential swimming pool

regulations are located in the 2013 Kentucky Residential Code all others are regulated by the 2013 Kentucky Building Code. Please check your deed restrictions as our office does not enforce these requirements. If you are performing the work on your own property you will need to select the "Owner/Builder Acknowledgment" check box within the online application requirements. This is located on "Step 3" of the online Residential Addition Application. Additionally, property owner must complete affidavit located at: <https://www.lexingtonky.gov/sites/default/files/2018-11/CONTRACTOR%20REGISTRATION%20AFFIDAVIT.pdf>

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