FENCE/POOL PERMIT INFORMATION
CITY OF CARTERVILLE
Building and Codes Inspector: 618-713-4130

MUST OBTAIN A PERMIT FOR ANY NEW CONSTRUCTION:
FENCE OF ANYTYPE OR SWIMMING POOL.

CONSTRUCTION MUST NOT START UNTIL A PERMIT HAS BEEN GRANTED.

ONLY THE OWNER/AGENT OF THE PROPERTY MAY SIGN THE PERMIT APPLICATION:
FENCES, CORNERS, AND PERIMETER/ POOLS PERIMETER.

OWNER/CONTRACTOR MUST STAKE OUT THE PROPOSED PROJECT PRIOR TO SUBMITTING PERMIT APPLICATION.

CITY OF CARTERVILLE REQUIRES FOUR (4) STEPS/INSPECTIONS DURING THE COURSE OF CONSTRUCTION. THE OWNER/AGENT/CONTRACTOR IS RESPONSIBLE FOR NOTIFYING THE BUILDING CODES OFFICE AS TO WHEN THE INSPECTIONS ARE APPLICABLE.

1. SITE INSPECTION: INSPECTION OF SETBACKS, AND REVIEW OF PLANS AND OTHER LOT REQUIREMENTS.
2. JULIE LOCATE.
3. POOL PRE-FILL INSPECTIONS & NO MORE THAN 2’ OF WATER BEFORE INSPECTION.
4. FINAL: FINAL INSPECTION.

OWNER/CONTRACTOR MUST SUBMIT PLANS WITH THE APPLICATION RESIDENTIAL, PLANS CAN BE DRAWN ON THE REVERSE SIDE OF THE APPLICATION.

ELECTRICIAN FOR POOL INSTALLATION MUST BE A COMPETENT PERSON AND MUST SHOW AT LEAST 50% OF ANNUAL INCOME IS FROM ELECTRICAL WORK

PENALTIES: THE PROPERTY OWNER, UPON BEING NOTIFIED BY THE CITY THAT THEIR POOL IS IN VIOLATION OF THIS ORDINANCE, SHALL TAKE THE NECESSARY STEPS TO CORRECT SAID VIOLATION WITHIN THIRTY (30) DAYS OF NOTIFICATION OF SAME. IF THE PROPERTY OWNER DOES NOT REMEDY THIS SITUATION BY CONFORMING THE POOL OR SURROUNDING FENCE TO THE SPECIFICATIONS IN THIS ORDINANCE, AS DESCRIBED ABOVE WITHIN THE THIRTY (30) DAY TIME FRAME, THEN SAID PROPERTY OWNER SHALL BE FINED.

THIS SHEET IS TO BE RETAINED BY THE APPLICANT
FENCE/POOL PERMIT APPLICATION

ADDRESS OF PROPOSED CONSTRUCTION: __________________________________________________________

ESTIMATED COST OF CONSTRUCTION: __________________________________________________________

OWNER: ____________________________________________________________________________________

CURRENT ADDRESS: __________________________________________________________________________

CITY, STATE, ZIP: __________________________________________________________________________

PHONE NUMBER (S): __________________________________________________________________________

GENERAL CONTRACTOR: _______________________________________________________________________

ADDRESS: _________________________________________________________________________________

CITY_ STATE_ ZIP__________________________________________________________

PHONE NUMBER (S): _______________________________________________________________________

LICENSE PLUMBER: __________________________________________________________________________

ELECTRICIAN: ______________________________________________________________________________

JULIE DIG #: ______________________________________________________________________________

CIRCLE AT LEAST ONE:

FENCE: CHAIN LINK WIRE WOOD PICKET WOOD SOLID STONE
ALUMINUM WROUGHT IRON VINYL OTHER_____________________________________________________

POOL: CONCRETE VINYL LINER FIBERGLASS ABOVE GROUND IN-GROUND
OTHER__________________________________________________________

DESCRIBE (i.e.: type of construction, height of fence, number of gates, etc.)
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

TURN OVER TO BACK AND DRAW A ROUGH SKETCH THAT INCLUDES THE DIMENSIONS OF THE PROPERTY, THE FENCE/POOL AND THE FENCE/POOL SETBACKS.

PLANS AND SPECIFICATIONS MUST BE SUBMITTED TO THE BUILDING INSPECTOR’S OFFICE, WHICH SHOW LOCATION AND FEATURES OF THE FENCE/POOL.

I HEREBY CERTIFY THAT THE OWNER OF RECORD AUTHORIZES THE PROPOSED WORK AND/OR THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE APPLICATION AS HIS AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS AND ORDINANCES OF THE CITY OF CARTERVILLE.

_____________________________________________ DATE __________________________ PRINTED NAME OF OWNER/AGENT ______________________