



Installing a Pool / Fence PROCESS AND INFORMATION GUIDE By-Law 09-14

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All Drawings submitted for building permit must include:

- **2 set** of drawings to a recognizable standard scale, of which **1 set** of drawings is required to be an **electronic copy** of drawings (PDF only)

When is a building permit required for a swimming pool, hot tub, and/or fence?

- A permit must be obtained from the Town of Erin **BEFORE** any pool or swimming pool fence is installed where the depth of water exceeds 2 feet (0.6m)

Drawing requirements for a building permit application

1. A copy of the property survey of your lot or equivalent site plan.
 - a. Please draw on location of:
 - i. Proposed Pool
 - ii. Fence and Gate
 - iii. Septic System (Tank and Bed)
 - iv. Existing buildings on property
 - b. Setback Distance to:
 - i. Property Lines
 - ii. Septic System
2. Any changes in grading
3. Construction details of proposed pool and retaining wall, including elevations

Note: See attached sample drawings (3 pages) for further details on the above required drawings.

*Subdivision Property:

- Requires grading plan and review
- Contact office for further information

Where to apply for a building permit:

To apply for a building permit please bring all required drawings to the Building Department in Lower Level of Municipal Office located at 5684 Trafalgar Road Hillsburgh, Ontario.

Office hours:

Monday to Friday
8:30am – 4:30pm

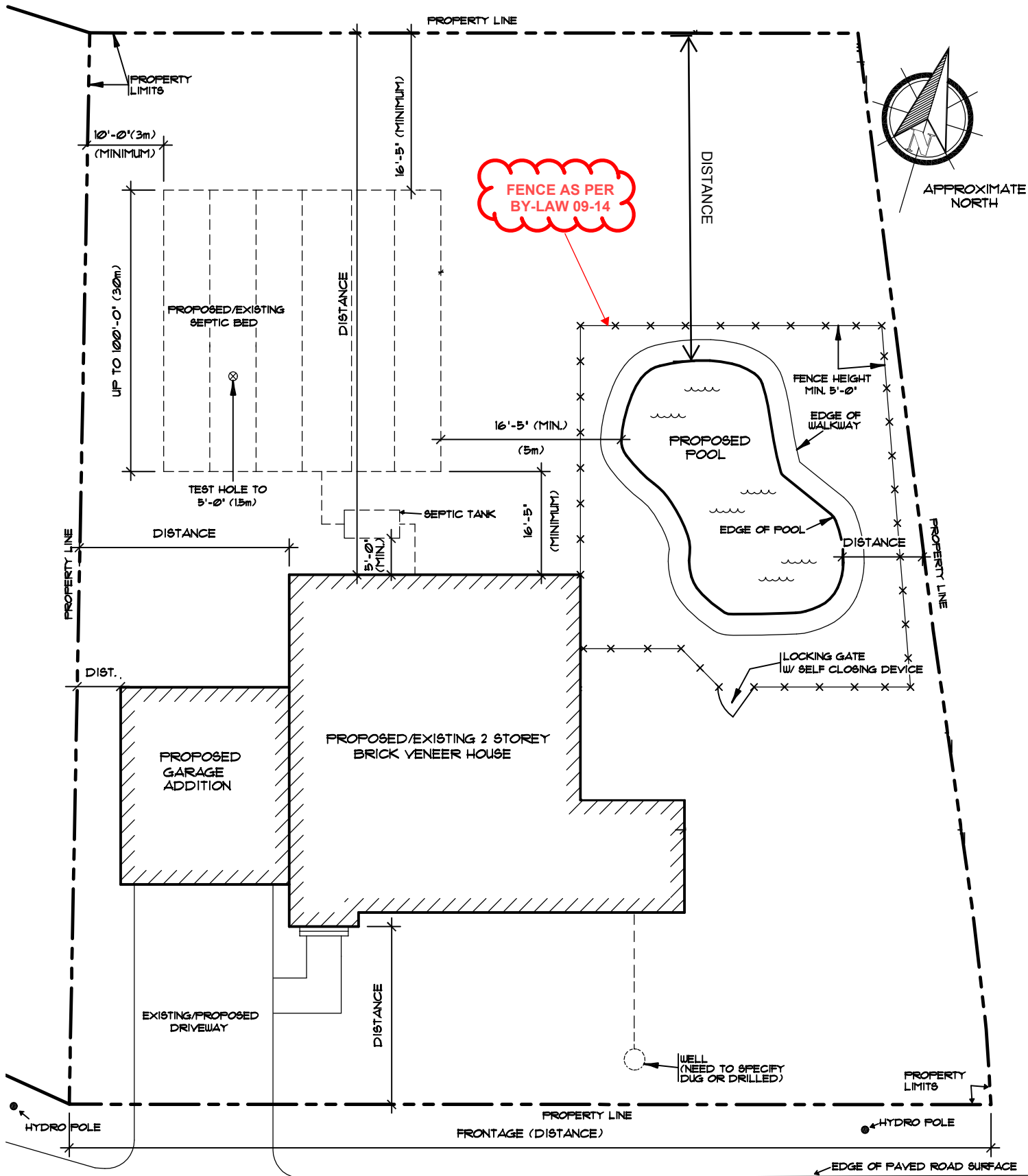
Cost of building permit

The cost of the permit is a minimum **\$200**.

The fees cover the review of drawings for building code compliance, the building permit and building inspections. We accept cash, cheque and debit as methods of payment.

Time

Once a complete permit application is made the permit will be reviewed within a maximum of 10 business days



WELLINGTON ROAD

Drawing Name:
SAMPLE SITE PLAN

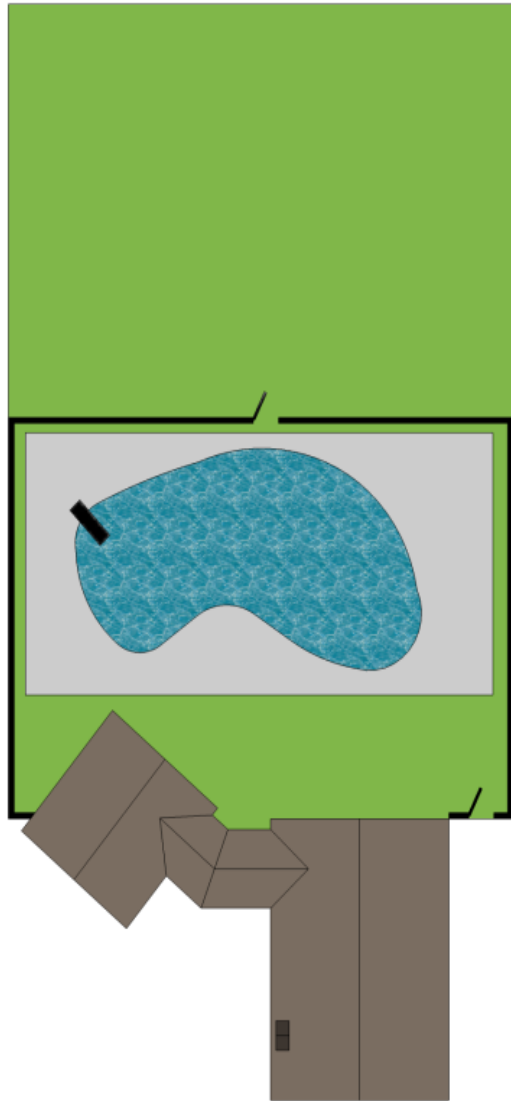
Project:
PROPOSED POOL

Page:

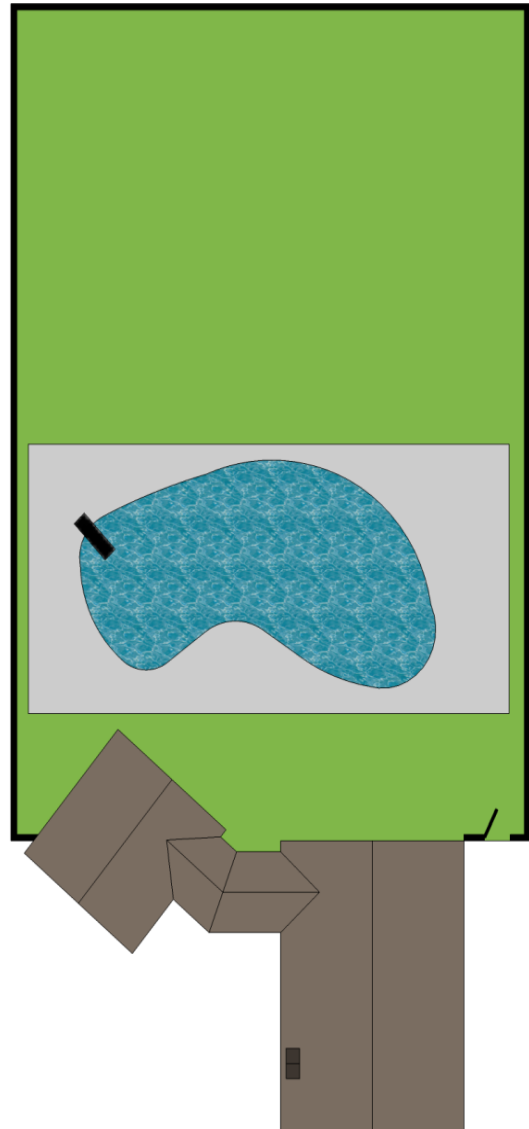
Scale:
1/4"=1'-0", 3/16"=1'-0" or 1/8"=1'-0" etc...

Address:
123 TOWNOFERIN STREET

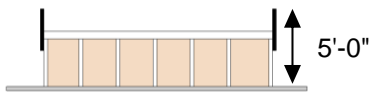
1 of 3



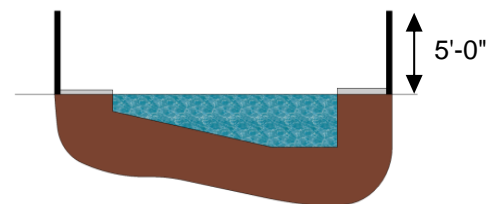
Fenced around Pool



Fenced around Property



Above Ground Pool Fence Height



Below Ground Pool Fence Height

Drawing Name:
POOL FENCE/HEIGHT

Project:
PROPOSED POOL

Page:

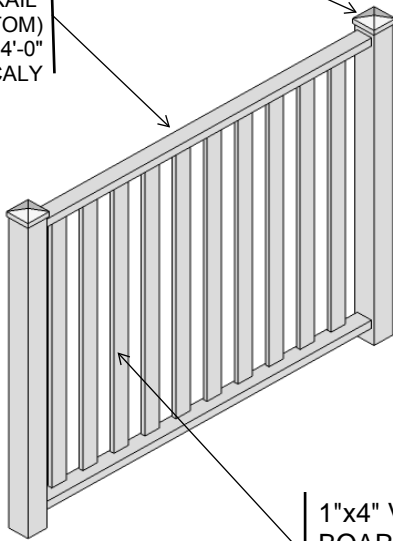
2 of 3

Town of Erin By-Law 09-14 : A permit must be obtained from the Town before any pool or swimming pool fence is installed.

Address:
123 TOWNOFERIN STREET

4"x4" CEDAR SUPPORT
POSTS, LOCATED 10'-0"
ON CENTRE

2"x4" HORIZONTAL RAIL
(TOP AND BOTTOM)
SPACED 4'-0"
APART VERTICALLY



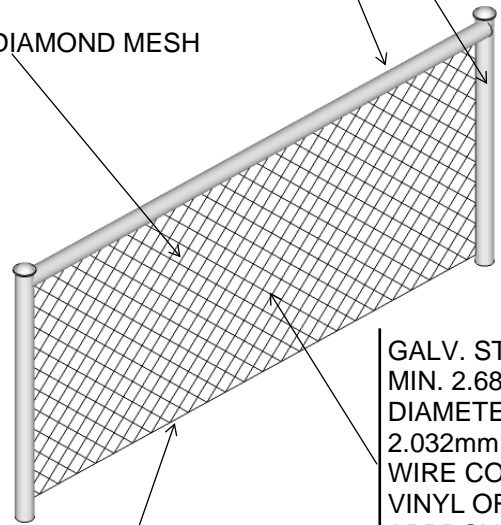
1"x4" VERTICAL
BOARDS SPACED
NOT MORE THAN 2
3/4" APART

5'-0" Wood Fence

1 1/2" MIN. DIAMETER GALV.
STEEL POSTS, SPACED
10'-0" ON CENTRE

1 1/4" MIN. DIAMETER GALV.
METAL HORIZONTAL RAIL

1 1/2" MAX. DIAMOND MESH



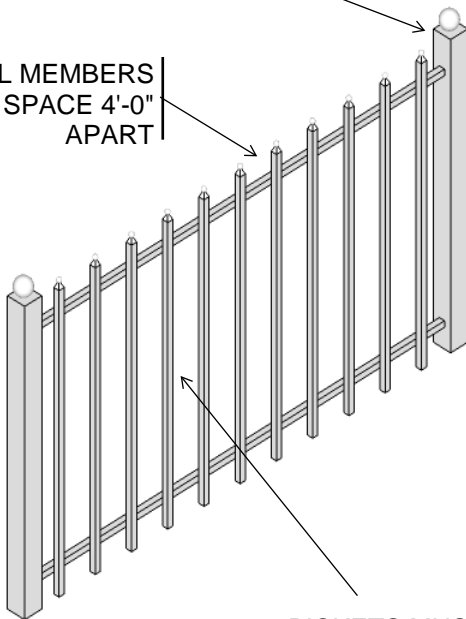
6mm GALV. STEEL
TENSION WIRE MAY
BE USED FROM
BOTTOM RAIL.

GALV. STEEL WIRE
MIN. 2.68mm
DIAMETER OR
2.032mm STEEL
WIRE COATED WITH
VINYL OR OTHER
APPROVED
COATING TO FORM
2.68mm

5'-0" Chain Link Fence

STEEL POSTS. MIN. 2"
DIAMETER, POST
SPACING MAX. 10'-0"

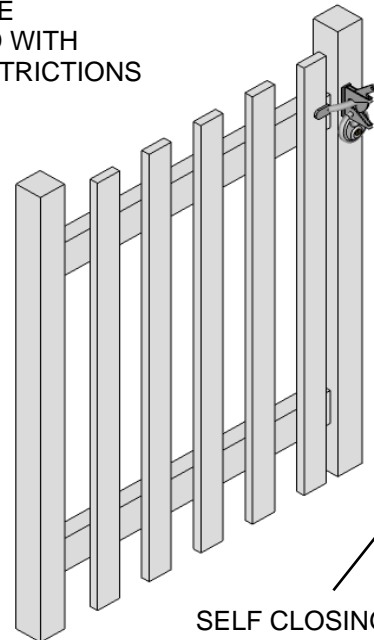
HORIZONTAL MEMBERS
MUST BE SPACE 4'-0"
APART



PICKETS MUST BE 4"
ON CENTRE

5'-0" Wood Fence

NOTE:
GATE MUST BE
CONSTRUCTED WITH
FENCING RESTRICTIONS



SELF CLOSING & LATCHING,
LOCKED AT ALL TIMES
EXCEPT WHEN IN USE BY
AUTHORIZED PERSONAL

Gate Detail

Drawing Name:
POOL FENCE DETAILS

Project:
PROPOSED POOL

Page:

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Note:
1. All posts should be embedded at least 48" below grade
2. Maximum of 4" opening beneath the lowest point of all fences

Address:
123 TOWNOFERIN STREET