

IMPORTANT INFORMATION

- The area around your pool or hot tub must be sloped to drain to either a lane or road, and away from neighbouring properties.
- Pools and hot tubs may not be drained into the Town's sanitary system.
- Diving boards, slides, and other accessories cannot be located in the required setbacks.
- A pool or hot tub cannot be located on a utility right-of-way of easement.
- If you are constructing a deck higher than 0.6m (2.0ft) at the same time, separate permit approvals are required.

WHY ARE PERMITS REQUIRED?

Permits are here for your protection. Having the proper permits will ensure what is being built is safe and that the appearance and use is consistent with the context of your neighbourhood.

QUESTIONS?

More information is available on our website at www.westlock.ca/p/hot-tubs-and-swimming-pools.

Planning & Development staff can also assist you with any questions you may have:



Call
780-349-4444



Email
planning@westlock.ca



In-Person
10003-106 Street, Westlock, AB
**Appointment recommended*



**ADDING A
POOL OR HOT TUB**

REMINDER

For your safety, we strongly encourage that you have your utilities located for free by contacting Utility Safety Partners (Alberta One-Call) at **1-800-242-3447** before digging.

Note: This brochure is a general guide only. Additional information may be required.

When you apply, personal information may be collected under the authority of the Alberta Freedom of Information and Protection of Privacy Act, the Municipal Government Act, or the Safety Codes Act. This information will be used to process your application(s) and your name and address may be included on reports available to the public. If you have any questions, please contact our office.

**FREQUENTLY ASKED
QUESTIONS**

DO I NEED A PERMIT?

A Building Permit is required for above-ground pools and hot tubs with a water surface 0.6m (2.0ft) deep or greater.

A Development and Building Permit are required for in-ground swimming pools.

If your pool or hot tub has a powered pump or is heated, you will also require an electrical and/or gas permit.

WHAT SAFETY MEASURES DO I REQUIRE FOR MY POOL OR HOT TUB?

Your pool or hot tub must be equipped with safety measures adequate to prevent unauthorized access. The Alberta Building Code allows the following options to do so:

1. A strong, lockable cover (CSA certified) that can support an adult; OR
2. A fence, building, wall, or enclosure a minimum of 1.83m (6.0ft) tall with a self-closing, self-latching gate.

HOW DO I APPLY?

To apply for the applicable permits for your pool or hot tub, submit a complete application with all required submittals.

Application forms are available on the Town's website or at the Town Office.

Additional information may be requested upon review, depending on the nature of your application.

WHERE CAN I PUT MY POOL OR HOT TUB?

Pools or hot tubs can be located in your side or rear yards, and cannot be located in your front yard.

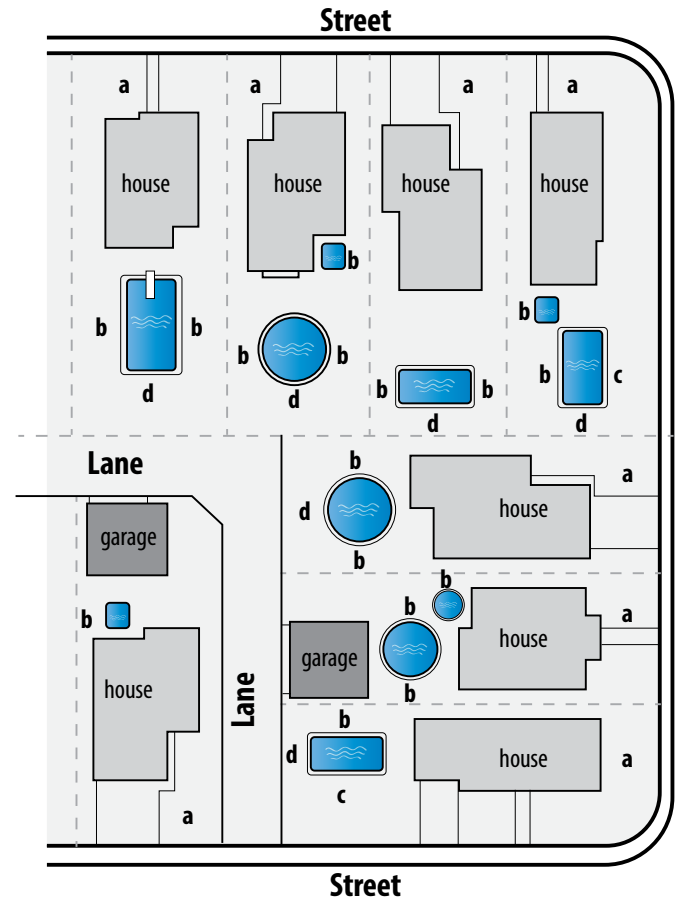
The diagram below illustrates the minimum setback requirements for pools and hot tubs.

- a front yard
- b side setback 1.0m
- c flanking front setback 3.0m
- d rear setback 1.0m

Applies to all pools 2 feet or more deep, including temporary pools and all hot tubs.

*Examples of placement.

*Pools and hot tubs are not allowed in front yards.



REQUIRED APPLICATION SUBMITTALS

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Completed Development and/or Building Permit application forms <input type="checkbox"/> Application fee <input type="checkbox"/> Site plan (can be hand-drawn if legible) showing: <ul style="list-style-type: none"> • The proposed location and dimensions of the pool or hot tub | <ul style="list-style-type: none"> • Your property lines and any existing buildings on your property • The distance of the shed or garage to your property lines and any existing buildings • Details of the chosen safety measure (ie. fence or cover) |
|--|--|