



## Pool (fence requirements) Building Permit Checklist

Owner Name: \_\_\_\_\_

A pool building permit confirms provision of pool area, fence requirements, and gates as required by the RDCK Building Bylaw (Please see p.2), and is required prior to installation of the pool.

Pool design, engineering, plumbing, and construction are solely the responsibility of the owner.

**All documentation is required at the time of permit application unless otherwise specified.**

**Refer to the Regional District Zoning Bylaws for development restrictions related to your pool application. If an application is found to be non-compliant with applicable bylaws, it may increase the application processing time.**

**Please check the Bylaws at <https://www.rdck.ca/EN/main/government/bylaws.html> or call 250-352-8176.**

### SCOPE

Residential

Commercial / Public: **Professional design required**

NEW	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Building Permit Application</b>	<input type="checkbox"/> Include signatures of <b>ALL</b> registered Owners <input type="checkbox"/> Include <a href="#">Owner(s) Representative Form</a> if applicable
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Title Certificate</b>	<a href="https://www.ltsa.ca">Ltsa.ca</a> (BC Land Title & Survey) <b>877.577.5872</b>  Provide a copy of the property title issued within 30 days from the Land Title Survey Authority, or RDCK can obtain for a fee of \$17 at time of submission.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Covenants, Easements and Right-of-Ways</b>	Provide a copy of all Covenants, Easements and Right-of-Ways <b>LISTED ON PROPERTY TITLE</b> , or RDCK can obtain copies of each document from LTSA at total cost incurred.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Site Plan and Drawings</b>	Site plan must be drawn to scale and include items below (See <a href="#">Building Brochure</a> for a sample site plan): <ul style="list-style-type: none"> <li><input type="checkbox"/> Full legal description and civic address, area of property, North arrow</li> <li><input type="checkbox"/> Proposed location of pool, fencing, and gate locations, including fence and gate dimensions heights.</li> </ul>

**For more information**

[info@rdck.bc.ca](mailto:info@rdck.bc.ca) | 250.352.6665 | 1.800.268.7325 (BC) | or visit [rdck.ca](https://www.rdck.ca)

NEW	RDCK	DOCUMENT TO PROVIDE	ADDITIONAL INFORMATION
			<ul style="list-style-type: none"> <li><input type="checkbox"/> All existing dwellings, buildings, utility shacks or other structures</li> <li><input type="checkbox"/> Dimensions showing enclosed area between pool and fencing, to a maximum of 40m (130ft.) between pool and fencing.</li> <li><input type="checkbox"/> Location of legal road access to property and adjacent road names</li> <li><input type="checkbox"/> Covenant areas, Easements, Right-of-Ways</li> <li><input type="checkbox"/> All waterbodies: lakes, rivers, named or unnamed creeks, and/or seasonal drainage; indicate distances from the natural boundary of the waterbodies to the proposed pool location. (Refer to <a href="#">Floodplain Management Bylaw</a> for more details).</li> </ul>

**Excerpt from RDCK Building Bylaw No. 2200, 2010:**

**Pool** means a constructed or prefabricated pool, existing or prospective, situated wholly or in part above or below the adjacent ground level, used primarily for swimming, bathing or wading, having a surface water area greater than 15 square meters (160 sq. ft.), or a depth greater than 600 mm. (2 ft.) and which does not fall under the jurisdiction of the Health Act for pools.

**Pool area** means the enclosed area around the perimeter of a pool to a maximum of 40 meters (130ft.) from the edge of the water surface.

**20.0 Pools**

**20.1** No person shall commence or continue any work related to the installation, construction and Alteration of a pool unless a valid building permit has been obtained pursuant to this Bylaw.

**20.2** An exterior pool area must be enclosed within a fence of not less than 1.5 meters (5 ft.) in height. The fence must be designed and constructed so that no member, attachment or opening will facilitate climbing. All openings through the fence must be of a size as to prevent the passage of a spherical object having a diameter of 100 mm. (4 inches). Access through the fence enclosing the pool must be equipped with a self-closing gate so designed as to cause the gate to return to a closed position when not in use. The self-latching device must be located on the pool side of the fence at a height of at least 1.0 meters (3 ft 3 inches) above grade or on the outside of the fence at 1.4 meters (4 ft 7 inches) above grade.

**20.3** Despite subsection 20.2, standard chain link wire mesh may be acceptable provided that the fence is not less than 1.5 meters (5 ft.) in height.

**20.4** Public swimming pools and spas require Ministry of Health approval prior to issuance of building permits.