



**Building Services Department**  
309 E. Chicago Blvd. • Tecumseh, MI 49286  
Phone: 517-424-6548 • Fax: 517-423-3610  
Email: [braymond@tecumseh.mi.us](mailto:braymond@tecumseh.mi.us)  
[www.mytecumseh.org](http://www.mytecumseh.org)

Business Hours:  
Monday - Thursday 7:00 a.m. - 6:00 p.m.  
Closed Friday

## **Permit and Zoning Guide**

### **Pools, Spas & Hot Tubs**

#### **When is a Permit Required?**

A building permit is required for swimming pools, hot tubs, spas and similar structures capable of reaching a depth of 24 inches of water or more.

#### **Who Should Apply for a Permit?**

While homeowners may apply for permits, the City will hold the applicant responsible for the work, regardless of the party that actually performed it.

If a contractor is performing the work, it is recommended that the contractor apply for the permit. In order to apply, a contractor must be licensed with the State and registered with the City as Residential Building Contractor.

#### **How Much Time Does it Take?**

The Building Department's goal is to review single family residential projects the same day a complete application (including required plans) is received. An incomplete application form and/or inadequate plans will delay the process. Simple projects may be approved within a few minutes.

#### **Application Requirements**

A completed Building Permit Application is required to obtain a building permit. An application form is available on-line at [www.mytecumseh.org/government/dev-services/building-services-department.htm](http://www.mytecumseh.org/government/dev-services/building-services-department.htm).

A Site Plan with dimensions showing the following is required:

- Property lines
- Location of the pool and all its structures
- Driveways, sidewalks, streets, easements, and overhead power lines.
- Location and proposed barrier (i.e. fence, wall, building), if pool wall is less than 4 feet tall.
- Pool filter and equipment locations

#### **Zoning Ordinance Requirements**

The Zoning Ordinance impacts the allowed placement of a pool, spa, or hot tub. It is recommended that you understand the provisions pertaining to your zone district. The minimum

distances and locations from pool structures shall be maintained:

- A 6 foot minimum from any interior property line
- The pool shall not be located in an easement.
- Grading cannot be altered unless approved.
- The front yard setbacks shall be maintained on all corner lots.
- A 10 foot lateral distance from overhead utility lines to the water's edge must be maintained. A 5 foot distance must be maintained for underground lines (except for the pool circuit).

Please refer to the Frequently Asked Questions (FAQ's) and Swimming Pool Placement sections for more information. Zoning approval will be required in order to obtain a building permit

#### **Building Code Requirements**

Please see the Building Code Requirements which are in the Michigan Residential Code® currently enforced by the City of Tecumseh.

- Alarms must be located on doors at point of entry to pool. Gates are to be self-closing and self-latching.
- Plumbing: All water supply sources shall be protected by a vacuum breaker.
- Pool fencing: If the pool is not self-fencing, a 4 foot minimum high, non-climbable fence must be provided. Fencing must comply with the current Michigan Residential Code standards for pool enclosures/barriers. The fence permit must be on file before the pool permit can be issued.
- Permits: Separate permits and inspections are required for electrical, plumbing, and mechanical. Pool permits will not be issued until all other applicable permits are obtained.
- A structural and/or safety inspection is required for all pools.

#### **Electrical Code Requirements**

- An electrical permit and inspections are required. All wiring must conform to the current Michigan Electrical Code.

- The power line to the filter motor must be a minimum of #12 THHN, A.W.G. copper wire, single conductors with a green insulated ground, on a dedicated 20 amp circuit.
- Rigid conduit or P.V.C. must be used (not thin wall conduit, U.F. cable or romex).
- The conduit must be a minimum of 18" below the surface of the ground.
- A ground fault circuit interrupter (GFCI) must protect the pool circuit.
- The receptacle for the filter motor must be a single twist lock type with an in use bubble cover located 5 to 10 feet from the pool.
- A filter motor must not have more than 3 feet of cord. The male cord end must be a matching twist lock type.
- In addition to the pool circuit, at least one GFI-protected receptacle on a different circuit shall be located at least 10 feet away from and not more than 20 feet from the inside wall of pool.
- All ladders, diving boards, pool filters, pool frame, and any metals objects within 5 feet of the water's edge must be bonded together with #8 solid copper wire and bonded to the 20 amp circuit ground.

2. **Final Electrical Inspection.** After all electrical equipment, switches, plugs, covers, and fixtures are installed and operational.
3. **Final Building Inspection.** After completion of the pool and/or finish grading.

#### **Additional Inspections for In-Ground Pools.**

1. **Building Inspection** - A form inspection is required prior to the pouring of concrete.
2. **Electrical Bonding Inspection** - When re-rod, wire mesh, equipotential, pool side, coping, lighting, ladder, etc. are bonded together with a #8 solid copper *prior to concrete pour*.
3. **Rough Plumbing Inspection** - After all piping to be concealed has been installed.
4. **Final Plumbing Inspection** - After all fixtures are installed and operational.
5. **Final Mechanical Inspection** - Includes a pressure test of the gas line, if used, and an inspection of the heater.

#### **Additional Inspection Information**

In addition to the above inspections, the inspector may require other inspections to ensure compliance with the Code.

Please call the Building Services Department at the phone number listed at the top of the permit to request an inspection. Every effort is made to perform an inspection within two (2) business days following the request. You should have your address available when you call. Inspectors' work schedules fill up quickly at certain times of the year. Calling more than a day in advance can help to avoid potential delays in the progress of your project.

#### **Time Limitations**

If work is not started within 180 days of the issuance of a building permit, the permit will have expired. Likewise, if work on the project is suspended for a period of 180 days, the permit will have expired.

#### **General Information**

The permit must be posted in a front window so it is visible from the street.

Before you dig, call Miss Dig at (800) 482-7171

#### **For More Information:**

[www.mytecumseh.org/government/dev-services/building-services-department.htm](http://www.mytecumseh.org/government/dev-services/building-services-department.htm).

City of Tecumseh Building Services Department

309 E. Chicago Blvd.

Tecumseh, MI 49286

Telephone: 517.424.6457

FAX: 517.423.3610

#### **Review Process**

- Applicant submits a completed Building Permit Application form and required plans. Building Department staff review and approve the plans.
- Building Department staff collects building permit fee and issues building permit.
- If applicable, applicant submits Electrical, Plumbing and Mechanical Permit Applications and fees to obtain the additional permits.

#### **Building Permit Fees**

The building permit fee for an above-ground pool is typically a flat fee. The building permits fee for an in-ground pool is based upon the cost of construction (material and labor) stated on the permit application form.

- See fee schedule

Each permit provides two inspections. Additional inspections will result in additional inspection fees. If applicable, additional permits such as mechanical, plumbing, and electrical will be assessed.

#### **Inspections**

Once a permit is issued, construction may begin. As the project progresses, the Building Inspections Office will need to inspect the work being performed. The following inspections are required for most pools, spas & hot tubs:

1. **Rough Electrical Inspection.** After all fixtures, wires, and boxes are installed with grounding and bonding completed.