



1670 Stieger Lake Lane
 PO Box 36
 Victoria, MN 55386
 P - 952-443-4210
 F - 952-443-2110
 www.ci.victoria.mn.us

Swimming Pool Information Sheet & Application

A completed swimming pool application is required for underground and above ground pools over 5,000 gallons and/or more than two deep at any point and over 150 square feet of surface area.

- I. Swimming pools are considered accessory structures and shall meet accessory structures setback requirements
 - 35 ft front yard setback 5 ft side yard setback 5 ft rear yard setback 10 ft from principle structure
- II. The proposed project must not exceed the maximum impervious surface amount allowed for the property. The applicant may contact City Hall at 952-443-4210 to determine the impervious surface maximum.
- III. **Rule B Permit: Soil Erosion Control** - The City of Victoria encourages you to call the Minnehaha Creek Watershed District at 952-443-2363 to verify the need for this permit.
- IV. **Two** surveys with the following information must be submitted with the Swimming Pool Application
 - Location and dimensions of pool, pool equipment, patio/walkway, safety fence and any additional proposed structures drawn to scale
 - Setbacks measured and noted, including the distance of pool equipment to the nearest property line
 - Existing and proposed impervious surface area, including proposed pool deck, patios, walkways, etc.
 - If applicable, the location, size and type of all trees over 8 inches in diameter, all trees and noxious weeds to be removed, and proposed replacement trees on the property
- V. A safety fence meeting the following criteria is required
 - At least 5 feet in height
 - Gates must be self-closing/self-latching at a height of 48 inches above grade and inaccessible to small children
 - Gaps in fence must be less than 4 inches
 - Must be constructed of at least number 11 gauge woven wire mesh or other materials approved by the building inspector
 - Fence posts must be decay or corrosion resistant and set in concrete bases or other suitable material
 - The opening between the bottom of the fence and the ground or other surfaces must be less than 4 inches
- VI. All pool equipment (pump, filter or other apparatus) used to service a swimming pool must be minimum 25 feet away from any property line
- VII. The pool, all pool equipment, patio walkway and any other permanent structures may not be placed in any drainage and/or utility easement
- VIII. No water from any swimming pool shall be drained into a public street or indirectly or directly into a public waterway. The water shall be drained into the sanitary sewer or septic sewer system.
- IX. Private swimming pools located on the site of multiple-family dwellings which are intended for and used solely by the occupants of multiple-family dwellings shall have no part of the water surface less than 50 feet from any lot line.
- X. All heaters shall be equipped with readily accessible on/off switch mounted outside of the heater to allow shutting off the heater without adjusting the thermostat
 - Gas heaters shall not be equipped with constant burning pilot lights
- XI. Time switches shall be installed on all heaters and pumps, built in timers shall be deemed in compliance
 - Except where public health standards require 24-hour pump operation and where pumps are required to operate solar and waste-heat-recovery pool heating systems
- XII. Heated pools and inground permanently installed spas shall be provided with vapor-retardant cover, except pools deriving over 70% of energy for heating from site-recovered energy

Section 30-80 of the City of Victoria Code of Ordinances; Section R403.9 Minnesota Residential Energy Code

<i>Applicant/Contractor Signature</i>	<i>Property Owner Signature</i>	<i>Date</i>
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Building Permit Application

Received on: _____

Permit#: _____

General Information

Site Address: _____ P.I.N.: _____

Owner Name: _____ Phone: _____

Owner Address (if different from site) _____ Email: _____

BLDG USE	
<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential

PERMIT TYPE (check all that apply)			
<input type="checkbox"/> Building	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Demolition

Building Contractor Name: _____ **Contractors Lic.#** _____

Property Owner

Contractor Address: _____ **Phone:** _____

Plumbing Contractor Name: _____ **Contractors Lic.#** _____

Property Owner

Contractor Address: _____ **Phone:** _____

Mechanical Contractor Name: _____ **Mech. Bond #** _____

Property Owner

Contractor Address: _____ **Phone:** _____

Valuation of work: _____ **WORK DESCRIPTION:** _____

Residential ONLY - square footages:

Upper level	Main Level	Basement	Garage
Finished _____	Finished _____	Finished _____	Attached _____
Unfinished _____	Unfinished _____	Unfinished _____	Detached _____
Deck _____	Porch _____	# of Fireplace(s) _____	

I hereby apply for a building permit and I acknowledge that the information included with the application is complete and accurate; that the work will be in conformance with the ordinances of the City of Victoria and with the MN State Building Code.

Signature of Applicant: _____ **Date:** _____

OFFICE USE ONLY

Zoning Specifications:

Front Setback _____ Rear Setback _____
 Left Side Setback _____ Right Side Setback _____
 Max. % Impervious Surface _____
 Zoning Class R-PUD R-1 R-2 R-3 R-4 Other _____

Building Specifications:

Permit Valuation: _____
 Type of Construction: VB Other _____
 Occupancy Type: IRC-1 Other _____
 Fire Suppression: YES NO

Zoning Administrator Approval: _____ **Date:** _____

Comments: _____

Building Official Approval: _____ **Date:** _____

Comments: _____



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Fence for Pool Application

Site Address:				
Lot	Block	Subdivision	Zoning	Total Lot Area
Property Owner		Phone #		Address (if different from above)
		Email		
Contractor/Applicant		Phone #		Address
		Email		
Description of Proposed Project:				
Valuation of Work:				

Safety Fence: Must meet Sec 30-80 (2) of the City of Victoria Code of Ordinances requirements					
Height: _____	<input type="checkbox"/> Wood	<input type="checkbox"/> Iron	<input type="checkbox"/> Plastic	<input type="checkbox"/> Chain-link	<input type="checkbox"/> Other:

Tree Removal: Complete the section below if tree removal is planned			
Type of Plant to be Removed	Quantity		Proposed Removal Date
<input type="checkbox"/> Live Trees under 8" in diameter			
<input type="checkbox"/> Noxious Weeds			
<input type="checkbox"/> Dead Trees			
<input type="checkbox"/> Diseased Trees			
<input type="checkbox"/> Other			
<input type="checkbox"/> Live Trees 8" or greater in diameter: Replacement Required	Quantity	Size	Proposed Removal Date
Complete the Tree Removal and Replacement Reference for Homeowners Worksheet			

Replacement Plantings			
Type and Species	Quantity	Size	Proposed Installation Date

Submission Requirements: Please see the Swimming Pool Information Sheet for detailed survey submission requirements		
<input type="checkbox"/> Survey or site plan identifying existing and proposed improvements drawn to scale with required setbacks, showing: <ul style="list-style-type: none"> ▪ Existing and proposed impervious surface area ▪ Setbacks and the distance of pool equipment to the nearest property line ▪ If applicable, tree removal and replacement locations <input type="checkbox"/> Signed and attached swimming pool information sheet		
<p><i>This is to certify that I am making application for the described action by the City and I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application. I have attached a copy of proof of ownership (either copy of Owner's Duplicate Certificate of Title, Abstract of Title or Purchase Agreement), or I am the authorized person to make this application and the fee owner has also signed this application.</i></p> <p><i>I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. The documents and information I have submitted are true and correct to the best of my knowledge.</i></p> <p><i>I hereby agree to reimburse the city for all expenses beyond the filing fee cost incurred reviewing and processing the application and materials submitted.</i></p>		
Applicant/Contractor Signature	Property Owner Signature	Date

Zoning Review Comments:	Approved by:	Date

