

Pool/Hot Tub

Residential Permit
Village of Weston/ETZ



4747 Camp Phillips Rd
Weston, WI 54476

FULL COMPLETION OF THE ONLINE EVOLVE APPLICATION IS REQUIRED

Residential Pool or Hot Tub

A pool or hot tub is an outdoor structure that contains a body of water in a receptacle having a depth of water at any point greater than 18 inches below the adjacent ground or deck elevation; used solely by the property owner and invitees as a detached accessory structure that serves a principal use on a property.

ONLINE EVOLVE APPLICATION

All building permits are applied online through the Village of Weston’s online portal, Evolve. You can access this portal at www.westonwi.gov/epermits. You will need to create an account before applying for a building permit.

To apply, you will need to click on “Permit Application” on the left side of the page.

- Under Category, select Residential Building.
- Under Type, select Residential Pool/Hot Tub.

BUILDING PERMIT REQUIREMENTS

| | | |
|--|------------------------------|-----------------------------|
| Does the site plan include the components listed below? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has the site plan been uploaded into Evolve? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Do the building specifications include the components below? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have the building specifications been uploaded into Evolve? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Site Plan Required. A site plan is an aerial view of the property laying out all structures and dimensions of the lot. The site plan shall show the following features: subject site with lot dimensions, parcel lines, buildings, fences, driveways, and existing front, interior, rear yard setbacks; and distance from house.

Building Specifications including the dimensions of the pool/hot tubs, all plumbing and electrical specifications and filter system.

Note: Pools or hot tubs shall be completely enclosed by a fence. The pool wall of an above ground pool may serve as all or part of the required fence height (minimum of 4 ft). Pools or hot tubs shall also have a protective device of sufficient strength to prevent access to the pool by a person weighing 250 pounds or less.

*Swimming pools can only be constructed in the rear yard.

| Zoning District | Front Setback (ft) | Street Side Setback (ft) | Interior/Rear Setback (ft) | Distance from other Buildings (ft) |
|-----------------|--------------------|--------------------------|----------------------------|------------------------------------|
| AR | 50 | 30 | 15 | 10 |
| RR-5 | 50 | 30 | 15 | 10 |
| RR-2 | 50 | 30 | 15 | 10 |
| SF-L | 50 | 30 | 12 | 10 |
| SF-S | 30 | 20 | 6 | 10 |
| 2F | 30 | 30 | 6 | 10 |
| MF | 30 | 30 | 6 | 10 |
| MH | 30 | 30 | 6 | 10 |
| RM | 50 | 50 | 30/20 | 10 |

Did you forget to upload a document into Evolve? You can add more items to your permit by logging into your account and clicking on ‘My Permits’ on the left side of the page. Click on the appropriate permit. Under Documents, click ‘Upload New Document’. Upload any missing documents.