



RESIDENTIAL SWIMMING POOL INSTALLATION

HOMEOWNER/APPLICANT'S
HANDBOOK

www.mississauga.ca/poolinstallation

IN THIS DOCUMENT

- We outline the process related to swimming pool installation on residential properties with single dwelling units.
- For information about the installation of public pools, residential pools serving six or more dwelling units, and for information relating to the building of structures, contact the City's Planning and Building Department at:
 - ☎ 905-896-5511
 - 📠 905-896-5638
 - ✉ pbinfo@mississauga.ca
- We use the term "Customer" when referring to the Homeowner or the Applicant. It is ultimately the Homeowner's responsibility to ensure that all applicable By-laws are followed and that the appropriate permits are issued.

DEFINITIONS

Swimming Pool:

A "Swimming Pool" means any body of water located outdoors and contained entirely or partly by an artificial structure. It can hold water exceeding 61 mm (24 inches) deep at any point. Hot Tubs, Inflatable Pools and Above Ground Pools are included in this definition.

However, any swimming pool owned by a public/governmental body is not included.

To review the existing By-law, visit www.mississauga.ca/poolinstallation.

Hot Tub:

A "Hot Tub" means any body of water located outdoors contained by artificial structures and with machinery allowing for the direction and/or adjustment of jets of warm water flowing in a rapidly rotating and circular current, and which produces a depression or cavity of the centre. A "Hot Tub," by definition, includes tubs commonly known as "spas" or "whirlpools."

Swimming Pool Enclosure:

A fence or wall or combination thereof, including any doors or gates surrounding a privately owned outdoor swimming pool and restricting access thereto.

DEFINITIONS - cont'd.

Municipal Services Protection Deposit (MSPD):






Construction of a pool may require excavation and landscaping involving heavy equipment; therefore, the potential for damage to City property exists. For example, to access a backyard, an excavator may have to cross the City's boulevard and sidewalk, which could cause damages such as cracked or scuffed pavement, damaged curbs and sidewalks.

A Municipal Services Protection Deposit (MSPD) ensures funds are available to repair damages to City property. The deposit is fully refundable provided there are no damages. The City will inspect its property a minimum of 36 hours prior to the beginning of construction. The City will again inspect the property after the completion of the construction, including landscaping and grading. If construction damages are found, the cost of repairing the damages will be subtracted from the MSPD. If the cost is greater than the deposit, the customer will be responsible to pay the difference to the City. The Homeowner may choose to have a City-approved contractor do the necessary repairs, but must notify the Technical Services Section at 905-615-3200 ext. 3038 at least 48 hours prior to such repair.

Lot Grading Deposit:

A Lot Grading Deposit is a security deposit to ensure all excavated material is removed and existing grading along property boundaries is maintained. It also ensures that there are no adverse drainage issues on neighbouring properties as a result of the pool installation. When submitting a site plan drawing for review, grading information must be included. Please refer to the instructions and sample drawing included in this document, which serve as a guide to the details that are reviewed by the Lot Grading Technician. Your Swimming Pool Site and Lot Grading Plan must identify all the required elements.

Notes:

Customer's Obligation	City of Mississauga	Contact Info.
<p>Step 1 - ZONING The first step is to submit to the Planning and Building Department, Zoning Section, <u>one</u> copy of your Lot Grading Plan (maximum page size 11"x17") showing the location of:</p> <ul style="list-style-type: none"> <input type="checkbox"/> the proposed swimming pool <input type="checkbox"/> pool heating/filtering equipment <input type="checkbox"/> proposed accessory structure(s) and setbacks to each from the property line <input type="checkbox"/> property grading, existing and new <input type="checkbox"/> landscaping <p>Check the property survey to determine whether or not an easement exists. Structures, including swimming pools, are not permitted on easements.</p> <p>Please refer to the "Instructions for Creating a Swimming Pool Site and Lot Grading Plan."</p> <p>An outdoor swimming pool is permitted in the rear yard. No part of an outdoor swimming pool is permitted in a front or required exterior side yard.</p> <p>An outdoor swimming pool must be set back a minimum of 1.5m from all lot lines, measured from the inside wall of the outdoor swimming pool.</p> <p>If your property has recently gone through the Site Plan Approval process and the City currently holds a Letter of Credit or securities to ensure compliance with the approved Site Plan, please contact the Development and Design Division of the Planning and Building Department at 905-896-5511 (press 5) to discuss the need for an amended Site Plan approval.</p>	<p>Planning and Building Department Zoning Section: Will review the site plan and inform you of Zoning By-law requirements based on the proposed pool location. This information is given verbally. If you would like a written summary, a charge of \$60.00 will apply. Please note that this fee is currently under review and is subject to change without notice.</p> <p>It is the Customer's responsibility to ensure that the Zoning By-laws are followed, as Zoning does not approve the location of the pool.</p> <p>A Building Permit is not required for the installation of a swimming pool on residential properties with single dwelling units. However, there are restrictions for the installation of pool heaters, A/C units, gazebos, decks and other structures, which may require a building permit.</p> <p>Please note that the Zoning Section will not comment on current and proposed Lot Gadings. This is the responsibility of the Transportation and Works Department's Development Construction Section (see Step 3).</p>	<p>Planning and Building Department, Zoning Section City Hall, 300 City Centre Drive, 3rd floor</p> <p>For general inquiries:  905-896-5511  pbinfo@mississauga.ca  905-896-5638</p> <p>Zoning and Building:  905-896-5638</p> <p>Planning:  905-896-5553</p> <p>You can also find information at www.mississauga.ca. From the top menu, select "Residents" and then "Planning & Building".</p>

Customer's Obligation	City of Mississauga	Contact Info.
<p>Step 1 – cont'd Pool heating/filtering equipment can be located in a required yard, other than a front yard, provided that it is not closer than 0.61m to any lot line.</p> <p>If your property is next to a Green Belt Zone, there may be a minimum setback distance greater than the normal 1.5m setback requirement. As the required Green Belt setback may differ from site to site, check with the Zoning Section for specific restrictions</p>	<p>The City advises that all applicants should review the Zoning By-law carefully, and consult with their professional advisors about it as this may impact their application.</p>	<p>Information on the Zoning By-law is available at the Planning and Building Department's counter on the 3rd floor at City Hall, and at: www.mississauga.ca/poolinstallation</p>




Notes:





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<p>Step 2 – POOL ENCLOSURE & OTHER INFORMATION It is the Customer's responsibility to contact other City departments and agencies to ensure that the site location of the pool is appropriate.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contact the developer if your property is not assumed by the City of Mississauga to ensure that any site alternations are permitted. Please ask the developer for a letter of consent for pool construction. <input type="checkbox"/> Check the property deed and all attachments regarding restrictions and/or conditions registered to the title of the property. <input type="checkbox"/> Should it be necessary to access the pool construction site through property under the jurisdiction of others (for example, neighbours, school boards, hydro utility, etc.), you must contact the owner(s) to obtain written access permission(s). <input type="checkbox"/> In certain circumstances, encroachment situations may exist. Contact the relevant party for authorization for encroachment. 	<p>Transportation and Works Department Enforcement Division, Compliance and Licensing Enforcement Section provides the following informational advice to the Customer:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of the Swimming Pool Enclosure application form. <input type="checkbox"/> Copy of the Swimming Pool Enclosure By-law. <input type="checkbox"/> Examples of Acceptable Pool Enclosures (see appendices). <input type="checkbox"/> Swimming Pool Enclosure Check List (see appendices). <input type="checkbox"/> Encroachment contacts (public/private property) and explanatory leaflet. 	<p>Transportation and Works Department Enforcement Division, Compliance and Licensing Enforcement Section City Hall 300 City Centre Drive, Ground Floor ☎ 905-896-5655 ☎ 905-615-3374 ✉ bylaw.enforcement@mississauga.ca</p> <p>You can also find information on the City's website at www.mississauga.ca. From the top menu, select Residents/By-law Enforcement.</p> <p style="text-align: center;">OTHER CONTACT INFORMATION (Note that this is not a complete list and other agencies not listed here may have to be contacted by the Customer)</p> <p>School Property:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Dufferin-Peel Catholic District School Board: ☎ 905-890-1221; 1-800-387-9501 <input type="checkbox"/> Peel District School Board: ☎ 905-890-1009 <p>City Property:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Realty Services Section: ☎ 905-615-3200 x 5428 <p>Neighbour's Property:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contact the adjacent neighbour directly <p>Developer's Property:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contact the developer directly

Customer's Obligation	City of Mississauga	Contact Info.
<p>Step 2 – Cont'd.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contact the City's Community Services Department, Recreation and Parks Division, if: <ul style="list-style-type: none"> ○ you are planning to access the pool construction site through a public open space, green belts, natural areas, woodlands or parklands. ○ your property is next to or backs onto public open space, green belts, natural areas, woodlands or parklands. <input type="checkbox"/> A Tree Removal Permit is required for the injury or removal of five or more trees over 15 cm (6 inches) in diameter on a lot within one calendar year. The Tree Removal application must be submitted to Urban Forestry, for inspection and approval by an Urban Forestry representative. <p>For more information, call 3-1-1; if calling outside of Mississauga 905-615-4311 or visit: www.mississauga.ca/portal/residents/urbanforestry</p> <ul style="list-style-type: none"> <input type="checkbox"/> If your property is next to or backs onto lands owned or managed by a conservation authority, contact the authority. <input type="checkbox"/> Contact Ontario "Call Before You Dig" to identify in-ground locations of utility infrastructures, such as Bell, Rogers Cable, etc. 		<p>Green Belt Zone & Conservation Authority Control Area</p> <ul style="list-style-type: none"> <input type="checkbox"/> Community Services Department: (Including Recreation & Parks and Urban Forestry) ☎ 3-1-1; if calling outside of Mississauga 905-615-4311 ✉ urban.forestry@mississauga.ca <input type="checkbox"/> Credit Valley Conservation Authority: ☎ 905-670-1615; 1-800-668-5557 ☎ 905-670-2210 ✉ cvc@creditvalleycons.com www.creditvalleycons.com <input type="checkbox"/> Halton and Region Conservation: ☎ 905-336-1158 or 905-847-7430 ☎ 905-336-7014 ✉ admin@hrca.on.ca www.conservationhalton.on.ca <input type="checkbox"/> Toronto and Region Conservation Authority: ☎ 416-661-6600 ☎ 416-661-6898 ✉ info@trca.on www.trca.on.ca <p>Utilities - Call Before You Dig:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ontario One Call ☎ 1-800-400-2255 www.on1.call.com <p>Water/Sanitary Infrastructure:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Region of Peel 905-791-7800 ext. 7882 www.region.peel.on.ca <p>Tel: 3-1-1; if calling outside of Mississauga call 905-615-4311</p>

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<p>Step 3 – GRADING & DAMAGE DEPOSITS The Zoning Section will forward one copy of your Swimming Pool Site and Lot Grading Plan to the Transportation and Works Department, Development Construction Section for review. Please refer to the “Instructions for Creating a Swimming Pool Site and Lot Grading Plan.” If your plan omits the required information, it will delay the lot grading approval of the plan.</p> <ul style="list-style-type: none"> <input type="checkbox"/> If modifications to your lot grading plan are requested, you must submit a modified plan to the Development Construction Lot Grading Technician for final approval. A PDF file of the plan can be emailed to (twdevcon@mississauga.ca) <input type="checkbox"/> In addition, please submit directly to Development Construction Lot Grading Technician (twdevcon@mississauga.ca) either in hard copy or electronic format, colour photos of the subject property identifying existing drainage patterns and elevations, as follows: <ul style="list-style-type: none"> a. Photos (length-wise) along each of the property lines. b. Photos from the back corner(s) of the property towards the rear of the home (to indicate the height of existing rear yard in comparison to lot adjacent). c. Overall photo of the area where the proposed pool will be located. d. Please note that the photos must be dated and the address indicated on the back. <p>You may not proceed with construction until the plan is approved by Development Construction, and the deposits and fees are paid (see Step 4). You may not proceed with construction until <u>three</u> days after the payment of deposits and fees to allow for a preconstruction inspection</p>	<p>A Development Construction Lot Grading Technician will review the Swimming Pool Site and Lot Grading Plan.</p> <p>The Technician may ask for modifications to your plan.</p> <p>The Technician will also determine refundable security deposits (Municipal Services Protection and Lot Grading), which you will be advised of (see Step 4).</p> <p>You must ensure that your Swimming Pool Site and Lot Grading Plan includes all the required information, outlined in the “Instructions For Creating A Swimming Pool Site and Lot Grading Plan,” included in this handbook.</p> <p>After the Zoning Section has reviewed and approved the proposed swimming pool location, the Applicant will be contacted within <u>10</u> business days by the Development Construction Section (after the approved plan is received from the Zoning Department) about the lot grading deposit and/or any additional comments).</p> <p>Prior to the start of the construction, a City Technical Services Inspector will make a site visit to determine any existing damages to the City’s right of way and review the existing lot grading.</p>	<p>Transportation and Works Department Engineering and Works Division Development Construction Section</p> <p>3185 Mavis Road Lot Grading Technical Services: ☎ 905-615-3200 x 5155 ☎ 905-615-4648 ✉ twdevcon@mississauga.ca</p> <p>3185 Mavis Road Technical Services Inspection: ☎ 905-615-3200 x 3038 ☎ 905-615-4386</p>

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<p>Step 4 – PAYMENTS After you have received the final approval of your Swimming Pool Site and Lot Grading Plan, access permits, and all other necessary approvals, you can then visit the Transportation and Works Customer Service Counter to pay your deposit and permit fees.</p> <p>Please note that these payments must be made a minimum of three business days prior to the start of the pool construction.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Please bring with you all the documentation that pertains to the construction of your pool (e.g. access permits). <input type="checkbox"/> You will be asked to sign an "Acknowledgment of Lot Grading and Drainage" form. <input type="checkbox"/> You will be asked to pay security deposits, an administration fee and, depending on the type of pool that you are constructing, a site inspection fee. <input type="checkbox"/> You must also pay a Pool Enclosure Inspection Fee. <input type="checkbox"/> It is important that you retain the original receipts and documents issued to you. 	<p>Transportation and Works Customer Service Counter will review your documentations, and ask you to pay the following:</p> <p>Municipal Services Protection Deposit: \$1,000 for in-ground pool plus \$100 admin fee; or \$500 for above ground pool plus \$100 admin fee</p> <p>- and -</p> <p>Lot Grading Deposit: \$5,000 for in-ground/on-ground (hot tubs exempted) plus \$100 inspection fee</p> <p>- and -</p> <p>Pool Enclosure Inspection Fee: \$258.00</p> <p>Deposits are refundable. Fees are not refundable.</p> <p>Example of total payments: In-ground pool: \$6,458,00 plus all applicable taxes (GST/HST)</p> <p>Deposit payments can be made by certified cheque, debit card, bank draft or cash. We do not accept credit cards for payments of refundable deposits.</p> <p>Fee payments can be made by certified cheque, debit card, bank draft, cash or credit card (Visa, MasterCard and American Express).</p> <p>Sorry, we do not accept uncertified cheques.</p>	<p>Transportation and Works Department Business Services Division Customer Service Counter 3185 Mavis Rd, 1st floor</p> <p>☎ 905-615-4950 ☎ 905-615-3172 ✉ tw.counter@mississauga.ca</p>

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<p>Step 5 – INSPECTION OF POOL ENCLOSURE After the pool has been constructed and the fence has been erected, but <u>before</u> you begin to fill the pool with water, please contact the Compliance and Licensing Enforcement Section to ask for an inspection of the pool enclosure.</p> <ul style="list-style-type: none"> <input type="checkbox"/> At the time of the inspection, you will be asked to provide the Municipal Law Enforcement Officer with the original receipts for payments of the Pool Enclosure Application/Certificate and Security Deposits, and a completed Request for Swimming Pool Enclosure Inspection form signed by the Homeowner. The Officer will pick up the form at the time of the enclosure inspection. <input type="checkbox"/> The Customer or their agent (e.g. the Pool Contractor, Homeowner or a relative of the Home Owner) must be present at the inspection. <input type="checkbox"/> Once the Municipal Law Enforcement Officer has approved the pool enclosure and signed a Final Swimming Pool Enclosure Approval form, the pool may be filled. <input type="checkbox"/> A Certificate of Approval will later be issued and mailed to the Homeowner. <input type="checkbox"/> You must have your pool enclosure inspected and approved by a Municipal Law Enforcement Officer <u>before</u> you begin to fill your pool. It is illegal to fill the pool without the required approval. 	<p>A Municipal Law Enforcement Officer will meet with the Customer or their Agent on-site and:</p> <ul style="list-style-type: none"> a) verify that all payments have been made, b) perform an inspection of the pool enclosure to determine adherence to the City's Swimming Pool Enclosure By-law and, c) sign a Final Swimming Pool Enclosure Approval form if the enclosure is approved. <p>If the pool enclosure is not approved, a Notice of Contravention stating the deficiencies will be presented to the Customer or Agent.</p> <p>Should the fees and deposits outlined in Step 4 of this handbook not have been paid, a Final Swimming Pool Enclosure Approval form will not be signed and a Certificate of Approval will not be issued.</p>	<p>Transportation and Works Department, Enforcement Division, Compliance and Licensing Enforcement Section City Hall, 300 City Centre Drive, Ground Floor</p> <p> 905-896-5655  905-615-3374  bylaw.enforcement@mississauga.ca</p> <p>You can find the Request for Swimming Pool Enclosure Inspection form online at: www.mississauga.ca/poolinstallation</p>

Customer's Obligation	City of Mississauga	Contact Info.
<p>Step 6: REFUND OF DEPOSITS Deposits will be released after all work (including landscaping and lot grading) has been completed, inspected and approved by Technical Services.</p> <ul style="list-style-type: none"> <input type="checkbox"/> In order for the security deposits to be refunded, you must forward the bottom portion of the Security Deposit payment receipt along with the signed copy of the Final Swimming Pool Enclosure Approval form to the Technical Services Inspection Section at 3185 Mavis Road <input type="checkbox"/> Please note that partial refunds are not issued. 	<p>A Technical Services Inspector will carry out a site inspection to ensure that there are no post-construction damages to City property or any lot grading issues.</p> <p>If everything is in order, Corporate Finance will issue a deposit refund using the same payment form as the original payment. For example, if the payment was made by credit card, the refund will be credited back to the same credit card. If the deposit was paid by cash, debit card or certified cheque, a cheque will be issued to the Customer.</p> <p>If there are any damages to City property, the cost of repairing those damages will be deducted from the security deposit.</p> <p>A refund normally takes about 4 weeks to process.</p>	<p>Transportation and Works Department Engineering and Works Division Development Construction Section Technical Services Inspection 3185 Mavis Road, 1st floor</p> <p> 905-615-3200 x 3038  905-615-4386</p> <p>City of Mississauga Corporate Finance  905-615-3200 x 5275  905-896-5133</p>
<p>Notes:</p>		

REQUEST FOR SWIMMING POOL ENCLOSURE INSPECTION

A successful inspection will lead to.....

CERTIFICATE OF APPROVAL

.....this!

Request for Swimming Pool Enclosure Inspection



City of Mississauga
Transportation & Works Department
Enforcement Division,
Compliance and Licensing Section
300 City Centre Drive,
Mississauga, Ontario L5B 3C1
Tel: 905-896-5855 - Fax: 905-815-3374
bylaw.enforcement@mississauga.ca

Personal information of the form is collected pursuant to the Municipal Act, 2001 (S.O. 2001, c.24) as amended and City of Mississauga By-law 0115-2004, as amended. The information will be used for the purpose of issuing a Certificate of Approval and for compliance with the Act. Questions about the collection of the above information should be directed to the City of Mississauga - Manager, Compliance and Licensing Enforcement, 300 City Centre Drive, Mississauga, Ontario, L5B 3C1, Telephone: 905-896-5855. Note: The records, including telephone numbers, systems names and other personal information, may be distributed to other interested parties.

Applicant and pool enclosure details

Property Owner _____ **Phone** _____

Address of Pool enclosure _____ **Lot** _____ **Plan** _____
Number/street/postal code

Contractor

Business Name _____ **Phone** _____

Business address _____ **City** _____
Number/street/postal code

Pool Type:
 Inground Above Ground On Ground Hot Tub/Whirlpool/Spa **Pool Volume** _____ **Litres**

Pool Sanitation System:
 Chlorine Bromine Salt Other _____

Enclosure Type:
 Wood (with/without lattice) Wrought Iron Chain Link (max 11/2" gauge wire mesh) Other _____

Agreement

I hereby certify that I am the registered owner of this Property as is described in the records of the land registry office.

In completing and submitting this application and the requisite payment for an inspection fee, I hereby request the City's Compliance & Licensing Enforcement Section to enter onto my property to conduct an inspection of the pool enclosure pursuant to the City of Mississauga By-law 0115-04, or its successors, being the Swimming Pool Enclosure By-law. I acknowledge and understand that this inspection by the City is necessary to verify compliance with the Pool Enclosure By-law provisions for the enclosure and have a Certificate of Approval issued.

I understand that pursuant to the Pool Enclosure By-law, I shall ensure that the swimming pool on my property is not filled with water and that no water is allowed to remain in the pool unless a Certificate of Approval has been issued by the Manager of Compliance & Licensing Enforcement Section.

I would like future communication: by phone by mail by e-mail (address) _____

Certificates of Approval issued under the provisions of this by-law do not address or verify the property boundary lines. It remains the complete responsibility of the applicant to ensure that the swimming pool and enclosure are situated on or within the property's boundary lines.

Important Notes:
 Pursuant to section 6 of City of Mississauga Swimming Pool Enclosure By-law 0115-04, or its successors, every owner of a property on which a swimming pool is located, constructed, or erected shall: erect or cause to be erected a swimming pool enclosure around the entire swimming pool in accordance with the provisions of this By-law, and ensure that the swimming pool is not filled with water and that no water is allowed to remain in the swimming pool unless a valid Certificate of Approval has been issued for the swimming pool enclosure; and maintain the swimming pool enclosure in compliance with the provisions of this By-law and the City of Mississauga Property Standards By-law 654-98, as amended.

The Certificate of Approval will only be issued where a Request for Swimming Pool Enclosure Inspection form has been signed by the owner and the enclosure complies with all the requirements of By-law 0115-04, or its successors.

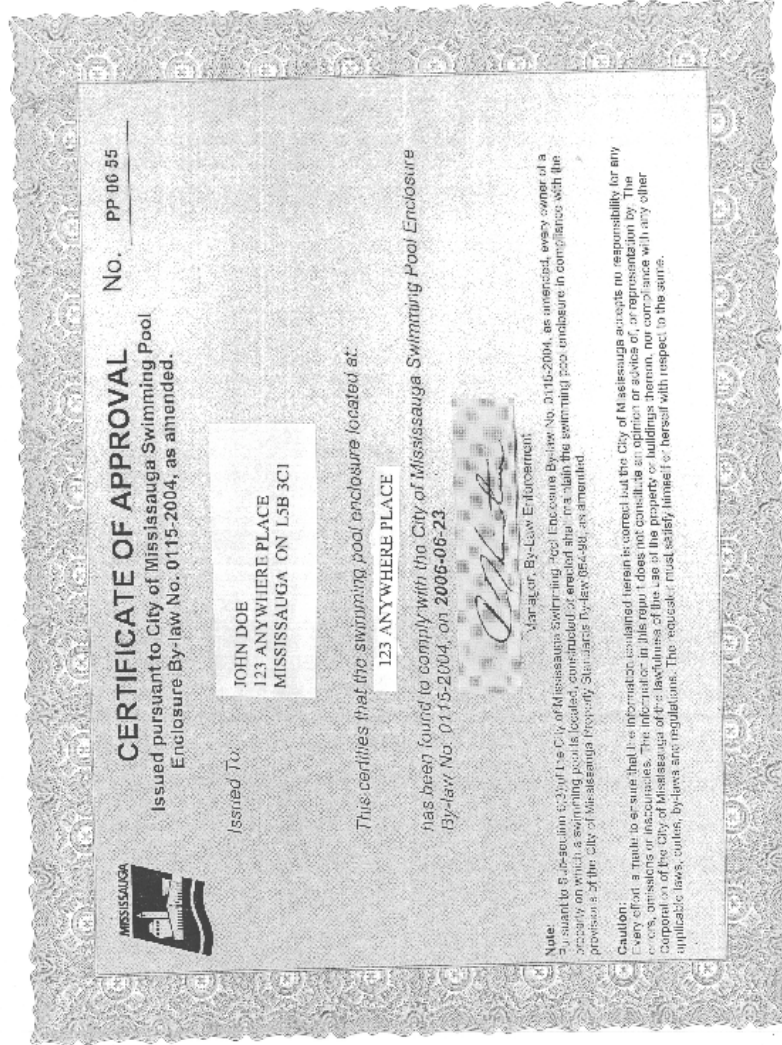
Date _____ Name of Property Owner (please print) _____ Signature _____

Office use only

Fee: \$ 258.00 Received by _____ Date _____ MAX No. _____

plus all applicable Taxes

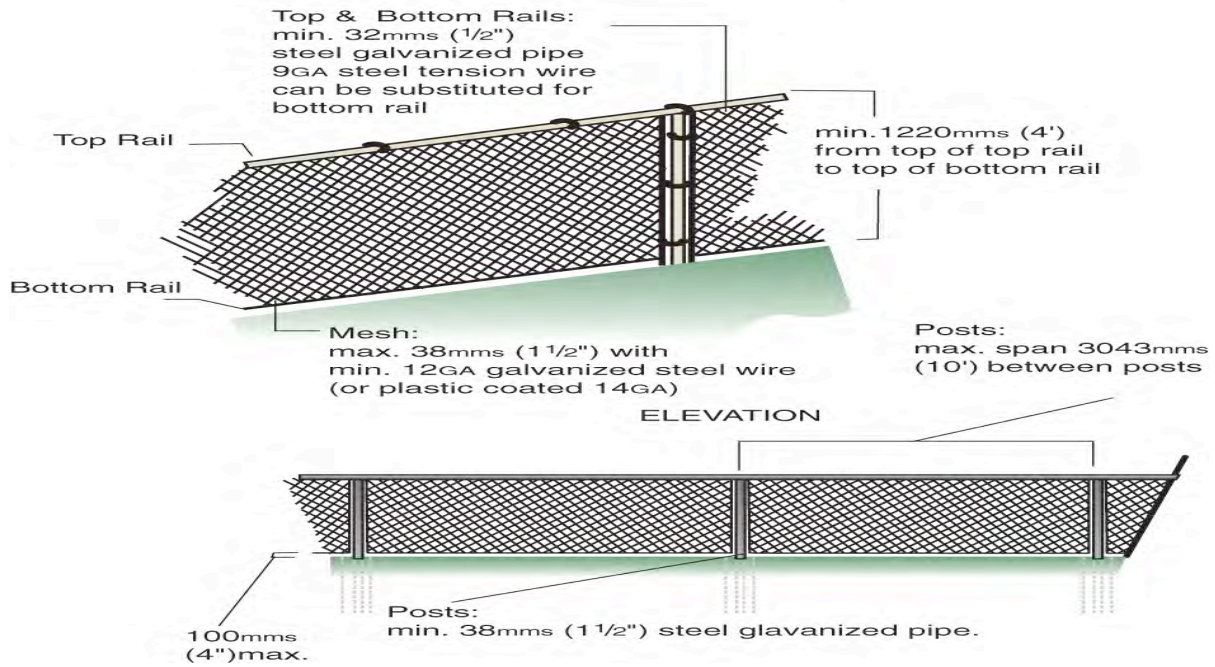
Form 2346
Last Modified, March 2010



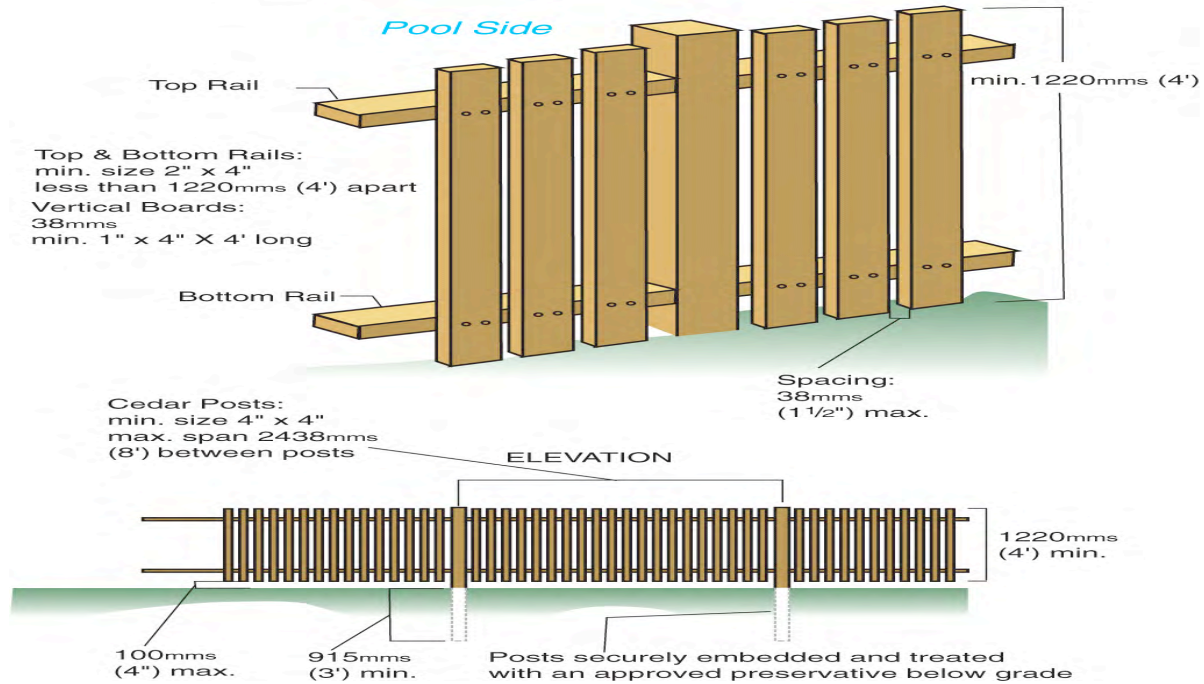
Form F-42 (Rev. 09/03)

Examples of Acceptable Pool Enclosures

CHAIN LINK FENCE Construction - Type 1 (suggested installation method)

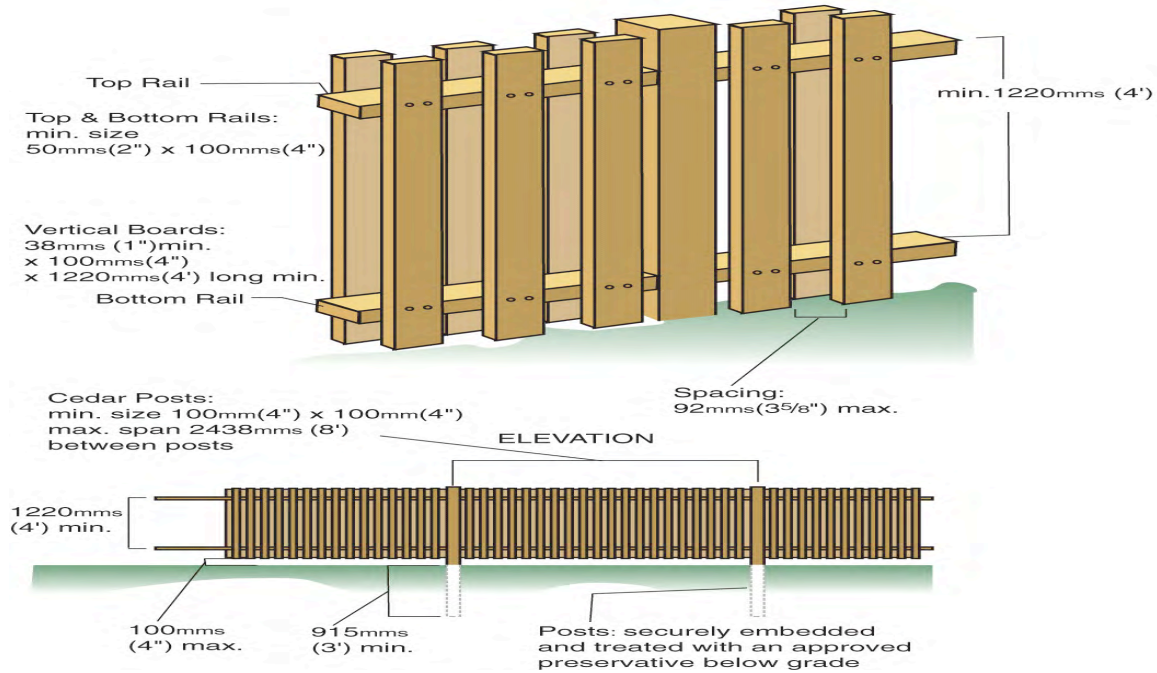


BOARD FENCE Construction - Type 2 (suggested installation method)

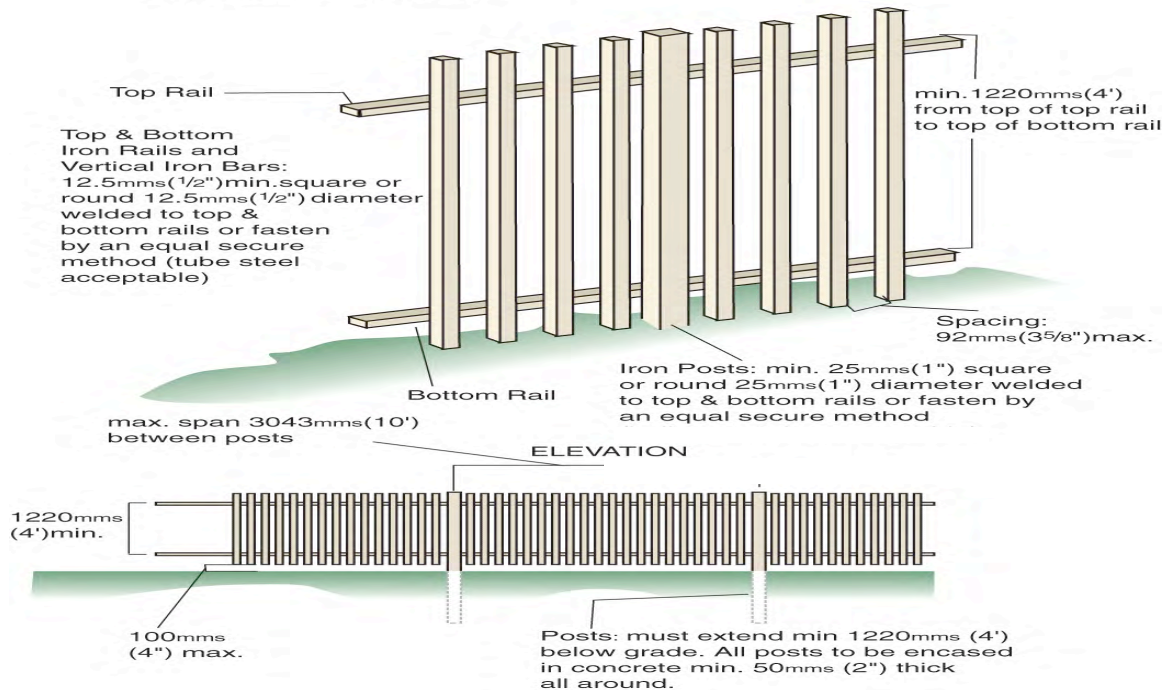


Examples of Acceptable Pool Enclosures

BOARD FENCE Construction - Type 3 (suggested installation method)



STEEL or IRON FENCE Construction - Type 4 (suggested installation method)



SWIMMING POOL ENCLOSURE INSPECTION - A CHECKLIST

Compliance and Licensing: will check the swimming pool enclosure around the pool for access safety and not the pool itself.

Item that will be checked when conducting the final inspection of your pool enclosure include the following minimum standards:

- **Height of Pool Enclosure (fence)** - A continuous 1.2 m (4 ft) **non climbable structure** around the pool. This is the distance between horizontal fence rails. Decorative/ornamental items, accessible latches on wrought iron fencing, or exposed diagonal braces on wood gates provide climbable areas for children, and these must be removed or covered.
- **Vertical Spacing** – Of fence members – Vertical fence material spacing (wrought iron or wood) of no more than 9 cm (**3 5/8 inches**).
- **Chain Link** – Mesh at least 4 ft in height, with 1.5 inch mesh, a continuous solid top rail, and a bottom tension wire.
- **No Fence Stepping** – To avoid a fence which can be climbable, a distance of more than 1.2 m is required when building the pool enclosure. Where a fence post exists and the fence height levels change, we measure this 1.2 m distance from the horizontal rails on either side of the same post. Where these sections step down to follow a grade change, the bottom horizontal rail of the higher fence section, measured to the top horizontal rail of the adjacent lower fence section should not be less than 1.2 m.
- **Fence type Changes** – Where fence materials change from one type to another, the vertical spacing between materials must be no greater than 2 inches.
- **Bottom Spacing** – Bottom spacing of no more than 4 inches at any point along the fence enclosure.
- **Gates** – Gates must be **self closing and self latching**, with the latches on the pool side of the gate. The ability to place a padlock on the gate is not considered adequate even if the intention is to keep the gate permanently locked.

Your attention to ensuring these minimum standards are in proper order will enable the Municipal Law Enforcement Officer to sign off on your swimming pool enclosure and to issue a Certificate of Approval as promptly as possible and avoid delays with installing the liner and filling the pool.

DRAINING A POOL AND DISPOSAL OF BACKWASH WATER

Any maintenance process on a pool, including the disposal of pool water and the handling and disposal of pool chemicals, should be done in an environmentally responsible way. For instance, a portion of pool or spa water must be periodically drained to prevent winter damage. In addition, to maintain a pool's water quality, many types of pool filters must be periodically backwashed to remove build-up, debris and contaminants.

Note: When draining your pool, the use of appropriate pump is essential. The use of an extremely powerful pump can cause serious problems as large amounts of water are involved.

For Chlorine and Bromine sanitized pools, please use the following discharge guidelines:

- Cease any chemical addition 10 days before discharge and remove leaves or other debris.
- Direct a hose to a sanitary drain inside your home or discharge the water on your own property, being careful that the water flows away slowly and does not damage any neighbouring property. Never open sanitary manholes on roads.
- Direct the water, with the use of a hose of sufficient length, directly to the street or ditch in front of your home that flow into the municipal storm drainage system. Do not discharge pool water to ravines.

Environmental Impacts of Water from Saltwater Pools and Spas

Many homeowners have installed new 'saltwater' pool sanitization systems to sanitize pool and spa water or have replaced their existing chlorine systems with saltwater technology. Salt that enters the City's storm sewer system from draining a saltwater pool or spa can elevate salt concentrations in watercourses and can harm the plants and aquatic life in the freshwater ecosystems. High levels of salt can also impair the environment's ability to naturally treat and protect our drinking water.

Saltwater Pools and Spas

Currently there are no regulations on the discharge of water from saltwater pools or spas.

Water discharged from saltwater pools and spas contains elevated levels of sodium chloride or sodium bromide. Saltwater pool and spa owners should attempt to direct the wastewater to the sanitary sewer.

The Region of Peel suggests the following conditions for discharge:

- Direct the discharge from the pool to your nearest sanitary drain inside your house. Never open sanitary manholes on roads.
- Limit the size of the discharge hose from the pool to 5 cm (2 inches) or less in diameter.
- Discharge the water at a non-peak time such as evenings, after 8 pm or weekends, after 10 am.

Caution: Failure to follow Regional sanitary discharge guidelines may cause surcharges and flooding in basements and/or in nearby homes.

The City is continuing its consultations with other jurisdictions about environmentally safe saltwater pool water discharges and will communicate any changes in policy on this page.

You may contact the City's Transportation and Works, Environmental Services Section, about the progress of this examination at 905-615-3200 ext. 5170.

INSTRUCTIONS FOR CREATING A SWIMMING POOL SITE AND LOT GRADING PLAN

An example of a completed Swimming Pool Site Plan Appears on Page 18

The swimming pool site plan is a bird's eye view of the property where the pool is going to be installed (typically the back yard). The "grading" is the elevation or slope of the ground of a property at various points. **It is important that the site plan shows the grading of the site.** If the grading information is not included, the lot grading approval process will be delayed.

1. Create a Plan of the Existing Site

- a. include the dimensions of the yard
- b. include the house location with municipal address
- c. include existing accessory structures and their overall dimensions such as sheds, cabanas, detached garage, etc.
- d. include existing landscaping such as trees, gardens, flower beds, retaining walls, etc.
- e. include hard surfaces such as decks, patio stones, interlocking brick, etc.
- f. include municipal easements (check your property title if you are not sure)
- g. include existing fence with gate location(s)

2. Existing Grading

- a. start at the back door sill and use it as the base point measurement, assign a measurement value, for example 100.00
- b. indicate the grading by estimating the difference in elevation at different points of property, i.e. points that are either above or below the base point measurement. If you look at the sample plan, you will see that the base value of the back door sill is 100.00, and the north east corner of the lot slopes down slightly with a value of 99.70. The north west corner slopes down a bit more and has a value 99.40
- c. indicate grading elevations at various points throughout the backyard property, including points along the property lines using the above method for assigning a value
- d. indicate the way water flows (for example rain water) using directional arrows

3. Existing Set-backs

Show how far the following existing items are set back from the property line

- a. retaining walls, including the height
- b. accessory structures such as sheds, cabanas, detached garage, etc.
- c. hard surfaces such as decks, patio stones, interlocking brick, etc.

4. Show Proposed Changes

- a. indicate proposed construction access
- b. indicate proposed pool with elevation and set-back to the property line. Please note that a swimming pool must be set back a minimum of 1.5m from all lot lines, measured from the inside wall of the outdoor swimming pool. Swimming pools are not permitted in the front yard or required exterior side yard of a corner lot. The 1.5m setback to the pool is a minimum. Lot constraints and/or abutting property zones may require the pool to be located more than 1.5m from the property line. Consult with the Zoning Section.
- c. indicate proposed deck(s) with elevation and size (provide dimensions)
- d. indicate proposed fencing and self-closing gate(s)
- e. indicate proposed retaining wall(s) with height and setback from the property line (minimum 0.6 m)
- f. indicate proposed landscaping features such as trees and/or garden beds
- g. indicate proposed pool equipment and setback from the property line. Please note that pool heating/filtering equipment must be located a minimum of 0.61m to the property line.
- h. indicate proposed accessory structures such as a pool shed or cabana with set back from the property line and overall dimensions, including height
- i. indicate proposed changes to the grading.

Photos:

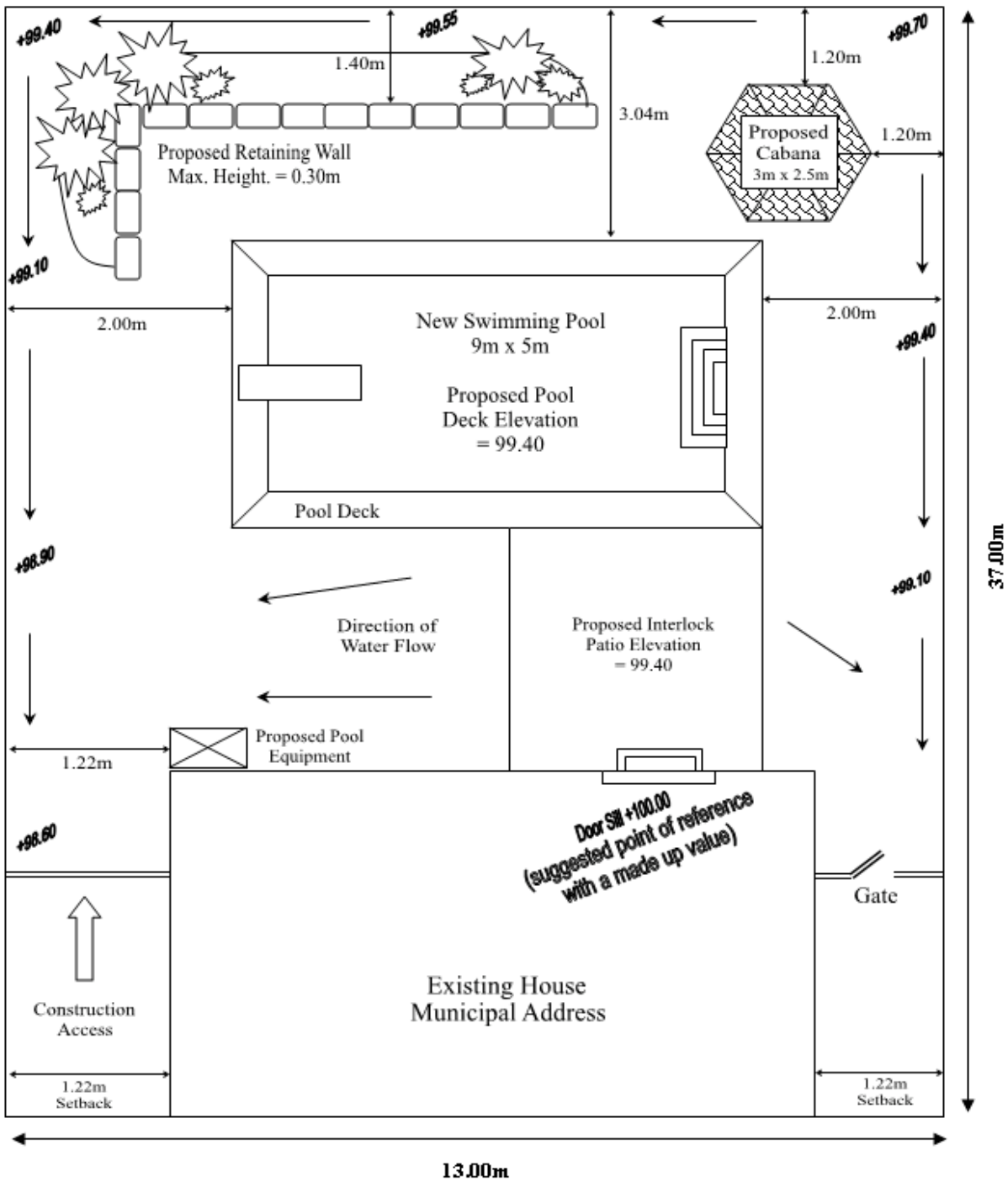
In addition, please submit directly to Development Construction Lot Grading Technician (twdevcon@mississauga.ca) either in hard copy or electronic format, colour photos of the subject property identifying existing drainage patterns and elevations, as follows:

- a. Photos (length-wise) along each of the property lines
- b. Photos from the back corner(s) of the property towards the rear of the home (to indicate the height of existing rear yard in comparison to lot adjacent)
- c. Overall photo of the area where the proposed pool will be located
- d. Please note that the photos must be dated and the address indicated on the back.

If modifications to your lot grading plan are requested, you must submit a modified plan to the Development Construction Lot Grading Technician for final approval. A PDF file of the plan can be emailed to twdevcon@mississauga.ca

- j. You may not proceed with construction until the plan is approved by Development Construction, and the deposits and fees are paid. You may not proceed with construction until three days after the payment of deposits and fees to allow for a preconstruction inspection.

SAMPLE OF A SWIMMING POOL SITE PLAN WITH LOT GRADING



Notes:

1. Indicate all dimensions in metric
2. Match existing grades at the lot lines.
3. Existing drainage patterns must be maintained
4. All fencing must be in conformity with the City's Pool Enclosure By-law
5. Discharge from pool equipment must not affect neighbouring lands