

**REQUIRED  
INFORMATION WHEN  
APPLYING FOR A  
PERMIT ...**

Have this information with you when you visit the Inspection Office:

- Proposed location of the pool or pond on the lot or parcel, distance to the lot lines, and to existing structures on the property.
- Location of any septic tank, drain field, sewer lines, or water lines.
- Pool or pond dimensions and proposed water depth.
- Existing overhead or underground wiring relative to the proposed pool or pond.

**CITY OF KAUKAUNA**

Building Inspection Department  
201 West Second Street  
P.O. Box 890  
Kaukauna, WI 54130  
Phone: 920-766-6325  
Fax: 920-766-6324  
Email: [inspection@kaukauna-wi.org](mailto:inspection@kaukauna-wi.org)



**POOL AND  
POND  
REGULATIONS**

**Everything  
You Need to  
Know About  
Placing a  
Pool or Pond  
at Your  
Home**

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## WHAT YOU NEED TO KNOW ...

The City of Kaukauna Municipal Code defines "swimming pool" as any man-made depression in the ground, either temporary or permanent, or a container of water, either temporary or permanent, either above or below the ground, in which water 12 inches or more deep is contained and used primarily for the purpose of swimming.

### Where Can I Put My Pool or Pond?

Pools or ponds cannot be placed in the front yard setback area. Setbacks to side yard and rear yard property lines shall be a minimum of 7 feet from the outermost edge of the pool or pond. Pools or ponds must be a minimum of 10 feet from any building or accessory structure that is located on the same lot.



### Do I Need A Fence?

Fences are not required for the placement of a pool or pond.

### Do I Need a Permit?

A permit is required from the Building Inspection office. No person shall construct, install, enlarge, or alter any pool or pond without first obtaining a permit from the Building Inspector.

Application for a pool or pond permit shall be made on a form provided by the Building Inspector and shall be accompanied by plans drawn to scale, showing the following:

The proposed location of the pool or pond on the lot or parcel, including the distance to the lot lines, and to any existing structures on the property; the location of any septic tank, drain field, sewer or water lines; the pool or pond dimensions and the proposed depth of the water; and existing overhead wiring relative to the proposed pool or pond.

### How Much Will the Permit Cost?

Permit fees for pools and ponds shall be as specified in the permit fee schedule as adopted by the City Council. The current fee for pool or pond permits is \$40.00.



### I Need More Information ...

The Building Inspection Department has regular office hours Monday through Friday from 8:00 to 10:00 a.m. and from noon to 1:00 p.m. Also, visit the City's official website at [www.cityofkaukauna.com](http://www.cityofkaukauna.com), click on "Departments", then "Building Inspection". Make your choices from the options listed.

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