

5. Start the work the permit was issued for.

Display the permit where it can be seen from the street for the duration of construction. Remember to call Digger's Hotline at (800) 242-8511 to avoid underground utilities while digging.

6. Call for an inspection, if applicable.

When a Harrison Building Permit is issued, the Building Inspector will tell you if inspections are required and the phone number to request inspections. It is your responsibility to schedule an inspection.

On-site inspections of your project during construction assures that the materials used and the work done is to code. If any work does not pass inspection, it must be corrected and reinspected.

Questions

Contact:

Assistant Planner:

Phone: (920) 989-1062 x 2
jsherman@harrison-wi.org

Address:

Village of Harrison
Assistant Planner
W5298 State Hwy 114
Menasha, WI 54952

Harrison-wi.org

Allow 7-10 days for processing

WE Energies Right-of-Way Analyst:
(414) 221-2750

Digger's Hotline:
(800) 242-8511

This brochure is intended to be a guide and does not supersede any rules, regulations, ordinances, or statutes.

Revised: 2/2024

Pools



Follow these 6 steps...

1. Determine if your proposed pool meets the placement, construction and safety requirements outlined in this brochure.

Placement:

A pool may be installed above ground or in-ground.

Pools in residential zoning districts must be at least 7 ft. from all side and rear property lines and must meet the front yard setback from all street property lines (typically the front edge of the house or garage) and the water line setback of the Shoreland Zoning Ordinance.

In general, pools must be located at least 10 ft. from the house.

Harrison requires that all pools be placed outside any easements, including utility and drainage. Contact Harrison planning staff to find out if/where any easements are located or to get a copy of the drainage plan for your lot.

Size:

Harrison Zoning Ordinance sets the maximum impervious surface coverage footage for structures and it is based on the zoning district of your property. Swimming pools and decks are included in the impervious surface coverage.

The total square footage, in ground floor area, of all structures (proposed or existing) may not exceed the following.

- AG zoning – 50%
- RS-1 & RR zoning – 35%
- RS-2 & RT zoning – 60%

***Example:** If you own a property in a RS-1 zoning district, and your lot is 13,500 sq. ft., you are allowed a total impervious surface coverage of 4,725 sq. ft. If you have an existing house with attached garage, porch, driveway and patio of 4,225 sq. ft., the maximum you would be allowed to construct would be 500 sq. ft. ($13,500 \times .35 = 4,725$ then $4,725 - 4,225 = 500$).

Construction:

For plumbing and electrical code requirements, contact the Harrison Building Inspector at (920) 989-2924.

Safety:

Above-ground pools with an external pool wall height of 42-inches, or higher, must have a removable ladder or other method to secure access to the pool.

In-ground pools and above-ground pools with an external pool wall height less than 42-inches must have a 4 ft. fence, but not more than 6 ft. fence, or a load bearing cover.

2. Obtain permit appropriate permit applications.

Permanent pools need a Zoning Permit and a Building Permit. Temporary pools only require a Building Permit. Permanent pools are those that are not taken down or removed each winter. Permit applications are available at the Harrison Municipal Office (corner of Hwy 114 & State Park Rd) or download from the Harrison website www.Harrison-wi.org.

3. Turn in the completed applications, site plan, project plans, and required fees to the Harrison Assistant Planner at the Village Municipal Office.

The site plan should be provided on a separate 8.5" x 11" page. The plan should include the pools dimensions as well as the location of the pool and the pools distance from all property lines and other structures.

4. Planning staff will review the application. If approved, a Zoning Permit will be issued, which may include conditions of approval.