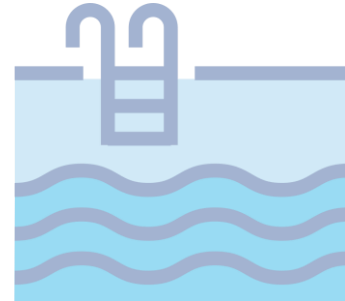


This checklist has been provided to assist in summarizing the typical requirements to obtain a Permit for a Swimming Pool Fence in the City of Orillia. Additional information may be required as needed depending on the application type and individual circumstances.

We encourage you to [visit our website](#) to review all information before you begin your Permit Application with the City to make your application process easy and informative.



Before you Apply: Get a Zoning Certificate

A Zoning Certificate is required before you apply for a residential Building Permit. To learn more about Zoning Certificates, [click here](#).

Required Application Forms

- [Permit Application Form*](#)
- [Owner's Authorization Form*](#) (required if applicant is not the owner)

* Not required for applications submitted through the public portal.

Pool & Pool Fence Details

1. **A Detailed Site Plan showing:**
 - Pool and pool equipment location and setbacks from all property lines, buildings, easements, septic tank, and bed (if applicable) and other existing and proposed structures.
2. **Pool Fence Drawings and Details**
 - All pool fence details as set out in the [Swimming Pool Fence By-law](#) shall be demonstrated. Refer to the Swimming Pool Fence Requirements Summary.

Additional Requirements for In-Ground Pools

1. **Grading & Drainage Plan**
 - Existing and proposed grading using geodetic elevations, swales, slope direction and percentage.
2. **Lot Grading Deposit**
 - Lot Grading Deposit of \$2,000.00 (\$1,650 refundable upon satisfactory review of final grading by the Engineering Division).
3. To learn more about Lot Grading and Drainage Plan requirements [click here](#)

Permit Fees

Payment of Permit fees is required when you submit your Permit Application:

\$150 Flat Fee.

Permit Fees may be paid by cash, cheque, debit, or credit card. *Credit card payments are accepted online only. A 2.4% convenience fee applies to credit card payments.*

Submit your Permit Application

There are two ways you can submit your permit application:

Online: [Public Portal](#)

Email: building@orillia.ca



Next Steps

To learn more about what happens after you submit your Pool Fence Application, [click here](#).