

# SHAWNEE TOWNSHIP SWIMMING POOL PERMIT

PERMIT No. \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_ CITY / STATE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

PROPERTY OWNER NAME: \_\_\_\_\_

PROPERTY OWNER ADDRESS: \_\_\_\_\_

CITY / STATE / ZIP: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ PARCEL # 46- \_\_\_\_\_

CONTRACTOR BUSINESS NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY / STATE: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

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1. **SWIMMING POOL WILL BE CONSTRUCTED AT WHAT ADDRESS:** \_\_\_\_\_

2. **THIS SECTION IS FOR RESIDENTIAL ABOVE GROUND SWIMMING POOLS ONLY:**

- A. RESIDENTIAL ABOVE GROUND – WHAT IS POOL WALL HEIGHT: \_\_\_\_\_ (MEASURED FROM GROUND TO RAIL)
- B. POOL CIRCUMFERENCE / OVERALL SIZE: \_\_\_\_\_
- B. SAFETY DEVICES UTILIZED: \_\_\_\_\_.
- C. IS A RETRACTABLE LADDER BEING UTILIZED: \_\_\_\_\_.
- D. IS ANY DECKING BEING UTILIZED: \_\_\_\_\_ YES or NO – IF YES, WHAT INTERLOCK SYSTEM BEING USED TO PREVENT FALLS FROM DECK INTO THE POOL: \_\_\_\_\_.
- E. HAS YOUR INSURANCE COMPANY BEEN MADE AWARE OF THIS SWIMMING POOL INSTALLATION? YES \_\_\_ NO \_\_\_\_.  
(AS THEY MAY HAVE ADDITIONAL SAFETY OR CONSTRUCTION REQUIREMENTS).
- F. **TOTAL CONSTRUCTION COST** (POOL, DECKING, FENCING): \$ \_\_\_\_\_.

3. **THIS SECTION IS FOR RESIDENTIAL OR COMMERCIAL IN-GROUND SWIMMING POOLS ONLY:**

- A. SWIMMING POOL WILL BE FOR: \_\_\_\_\_ RESIDENTIAL USE **OR** \_\_\_\_\_ COMMERCIAL USE
- B. POOL IS OVERALL \_\_\_\_\_ FEET IN CIRCUMFERENCE. / SIZE.
- C. POOL IS \_\_\_\_\_ FEET IN LENGTH AND IS \_\_\_\_\_ FEET IN WIDTH.
- D. WHAT IS THE SHALLOW DEPTH? \_\_\_\_\_ WHAT IS THE DEEPEST DEPTH? \_\_\_\_\_
- E. WHAT IS THE WIDTH OF CONCRETE AROUND THE PERIMETER OF THE POOL? \_\_\_\_\_
- F. POOL DRAINAGE WILL BE DIRECTED TO WHERE: \_\_\_\_\_
- G. WILL THERE BE AN ACCESSORY STRUCTURE (POOL HOUSE) WITH THIS CONSTRUCTION? YES \_\_\_ NO \_\_\_\_  
IF YES, THEN AN ACCESSORY STRUCTURE PERMIT APPLICATION WILL BE REQUIRED.
- H. WHAT IS THE HEIGHT OF THE FENCING OR WALL AROUND THE PERIMETER OF THE IN-GROUND SWIMMING POOL?  
\_\_\_\_\_ FEET IN HEIGHT, AND UTILIZES \_\_\_\_\_ SAFETY MECHANISM.
- I. HAS YOUR INSURANCE COMPANY BEEN MADE AWARE OF THIS SWIMMING POOL INSTALLATION? YES \_\_\_ NO \_\_\_\_.  
(AS THEY MAY HAVE ADDITIONAL SAFETY OR CONSTRUCTION REQUIREMENTS).
- J. FENCING OR WALL AT A HEIGHT OF NO LESS THAN FOUR-(4) FEET TO SIX-(6) FEET IS REQUIRED AROUND ALL IN-GROUND SWIMMING POOLS AND IS TO BE SHOWN ON SITE PLAN. **ELECTRONIC POOL COVERS DO NOT SUBSTITUTE THE FENCING OR WALL REQUIREMENT.**
- K. **TOTAL CONSTRUCTION COST** (POOL, DECKING, FENCING): \$ \_\_\_\_\_.

4. **ABOVE GROUND AND IN-GROUND SWIMMING POOL - LOCATION AND SET BACK DISTANCES:**

- A. IN-GROUND AND ABOVE GROUND SWIMMING POOLS ARE REQUIRED TO BE CONSTRUCTED IN THE REAR YARD ONLY. EXCEPTION IS ON CORNER LOTS AND CONSTRUCTION SHALL BE IN THE SIDE YARD ONLY. CONTACT SHAWNEE TOWNSHIP ZONING FOR INTERPRETATION OF THIS SITE LOCATION.
- B. THE DISTANCE FROM REAR PROPERTY LINE TO POOL EDGE IS: \_\_\_\_\_ FEET.
- C. THE DISTANCE FROM LEFT SIDE PROPERTY LINE TO POOL EDGE IS: \_\_\_\_\_ FEET.
- D. THE DISTANCE FROM RIGHT PROPERTY LINE TO POOL EDGE IS: \_\_\_\_\_ FEET.
- E. THE DISTANCE FROM CONCRETE PAD AROUND THE POOL TO CLOSEST PROPERTY LINE IS: \_\_\_\_\_ FEET.

5. **SITE PLAN REVIEW:**

A DETAILED SITE PLAN IS **REQUIRED FOR ABOVE GROUND AND IN-GROUND SWIMMING POOLS**. COMMERCIAL SWIMMING POOLS WILL REQUIRE A MINIMUM OF 3-SETS OF CONSTRUCTION DRAWINGS TO SCALE TO BE SUBMITTED TO THE LIMA/ALLEN COUNTY BUILDING DEPARTMENT ALONG WITH A ZONING CERTIFICATE ISSUED BY SHAWNEE TOWNSHIP ZONING OFFICE.

- A. SITE PLAN SHOWING (N) NORTH BY MEANS OF ARROWN DRAWING.
- B. SITE PLAN SHALL SHOW OVERALL VIEW OF THE PRINICIPAL RESIDENCE AS WELL AS SHOWING ALL STREETS IN IMMEDIATE VICINTIY, DRIVEWAY(S), REAR YARD AREA, ANY EXISTING ACCESSORY STRUCTURES, FENCES OR PONDS. INCLUDE ANY DECKING AREAS, LARGE POOL EQUIPMENT, OR OTHER STRUCTURES.
- C. SITE PLAN TO SHOW LOCATION OF PROPOSED POOL INSTALLATION. TO INCLUDE LOCATION OF ANY DECKING, STAIRS, AND FENCING. ALL DISTANCES FROM PROPERTY LINES MUST BE SHOWN TO THE ACTUAL POOL LOCATION. ALL SURROUNDING CONCRETE PATION AREAS NEED TO BE SHOWN AS WELL AS PATHWAYS WITH DISTANCES TO ADJOINING PROPERTY LINES CLEARLY INDICATED.

6. **SWIMMING POOL REGULATIONS:**

**A. Above Ground Swimming Pool Requirements**

- *No private swimming pool, exclusive of portable swimming pools with a diameter of less than twelve (12) feet) or with an area of less than one hundred (100) square feet, shall be allowed in any residential district or commercial district except as an accessory use, and shall comply with the following requirements.*
- *Above Ground Swimming Pools in excess of 12 feet in diameter may be located anywhere on the premises except in required front yard, provided that it shall not be located closer than **fifteen (15) feet** to any property line.*
- *Above ground swimming pools with a height GREATER THAN forty-eight (48) inches do not require a fence if the pool if the ladder is withdrawn when the pool is not in use and placed where small children cannot reach it.*
- *Swimming Pools less than forty-eight inches in height shall require fencing around the perimeter of the pool a minimum of forty-eight-(48) inches in height to prevent uncontrolled access or falls into the pool.*
- *Above Ground Swimming Pools with a Platform, Deck or Terrace, shall not have direct access between the patio door and swimming pool. The enclosure blocking access to the pool shall be a minimum of forty-eight-(48) inches in height. Owner shall be responsible for controlling the access to the Terrace or Platform area as to prevent accidental falls or drowning by means of a self-locking gate and latch on the inner side of the gate.*

**B. In-Ground Swimming Pool Requirements**

- *In- Ground Swimming Pools shall be no closer than fifteen-(15) feet from any property line.*
- *The in-ground swimming pool or the entire property area upon which it is located shall be walled or fenced in such a manner as to prevent uncontrolled access by children from the street and from adjacent properties.*
- *Swimming pools exceeding twelve (12) feet in diameter or length as applicable to the shape of the pool and has greater than two (2) feet of depth capacity for water shall be enclosed or protected by an adequate wall or fence at least forty-eight (48) inches high which the enclosure shall include a door with a locking device installed on the inner side, with automatic closing capability. Landscaping, hedges, or other soft fencing is not acceptable barrier. Electronic pool covers may be utilized to enhance security but shall not be a substitute for the wall or fencing requirement.*

**C. Temporary Seasonal Swimming Pools**

1. *Temporary seasonal swimming pools are permitted and shall conform to set back requirements concerning placement consistent with above ground swimming pool regulations.*
2. *Temporary Seasonal Swimming Pools in excess of twelve-(12') feet in diameter shall be required to meet the same set back placement requirements and safety precautions as a permanent above ground swimming pool.*

**D. Maintenance**

1. *Permanent In-Ground Swimming Pools, Above-Ground Swimming Pools and Temporary Seasonal Above-Ground Swimming Pools **shall be maintained in a clean and sanitary condition**, and shall not be allowed to degrade and harbor uncontrolled algae growth, green or and stagnate water, or harbor vegetation, debris, aquatic, or other insect infestation.*

- 2. *Complaints concerning stagnant pool water, disabled or non-functional filtration systems, presence of smelly-foul, insect ridden or aquatic water life in the swimming pools will result in a Notice of Zoning Violation. This can result in a nuisance declaration order by the Board of Trustees and directed orders to correct the violation can imposed on the owner of the property. This can result in further civil and criminal action to include fines. In addition, a referral to Allen County Board of Heath will be brought to their attention for investigation.*
- 3. *Temporary Seasonal Swimming Pools shall be cared for and present an up kept appearance, and shall not be allowed to remain collapsed, torn, partially disassembled or otherwise an apparently unusable condition within public view. Seasonal swimming pools dismantled, torn, or otherwise appear abandoned more than 30 days will result in a violation notice being issued.*

**E. Permitting**

- 1. *All Permanent Above Ground Swimming Pools in excess of twelve-(12) feet in diameter; In-Ground Swimming Pools and Commercial In-Ground Swimming Pools require zoning permit issued from Shawnee Township Zoning Department.*
- 2. *Temporary Seasonal Swimming Pools do not require a permit.*
- 3. **DO NOT SCHEDULE ANY CONSTRUCTION, GROUND BREAKING, OR CONCRETE POURING AT THE SITE, UNTIL SUCH TIME THE POOL APPLICATION, SITE PLAN AND ANY RELATED DOCUMENTATION HAS BEEN SUBMITTED AND APPROVED BY THE SHAWNEE TOWNSHIP ZONING DEPARTMENT.**
- 4. *Missing information on application, or from site plan can result in delay in processing your application. Missing information may result in applications being returned for required documentation, drawings, etc.*
- 5. **FENCING AND ANY POOL HOUSE SHALL BE REQUIRED TO BE INCLUDED IN THE SITE PLAN.** *All set back distances dimensions, heights of structures, fences and accessory buildings shall be clearly shown on site plan. Accessory structures shall conform to all new regulations effective May 12, 2021 under Article 1716 of the Shawnee Township Zoning Resolution.*
- 6. *No pool shall be filled with water until a permanent fence and gate are completed, unless, for a period not more than sixty (60) days, a temporary fence complying with the requirements of this Subsection is constructed and maintained.*

**By signing this application, I acknowledge that the information I have supplied in this application is correct to the best of my ability. I further acknowledge that I have read the Shawnee Township Rules and Regulations concerning swimming pool permitting requirements, set back distances, safety precautions, and maintenance upkeep.**

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

You will be advised on cost for permit when it is approved. Permit fees are paid by check or money order only, no cash. **Check is payable to SHAWNEE TOWNSHIP.** Permits will not be issued on same day they are received. Allow 2-3 days after application is submitted for documentation review, site review and processing.

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**OFFICE USE ONLY**

**This application for pool permit is:**

**Approved or Disapproved**

**If Disapproved – Reason:**

\_\_\_\_\_  
**Zoning Department:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Permit #** \_\_\_\_\_ **Issued:** \_\_\_\_\_

**Permit Cost:** \_\_\_\_\_ **Receipt** \_\_\_\_\_

**ALL SWIMMING POOL APPLICATION AND SITE PLAN MUST BE E-MAILED TO ZONING@SHAWNEETOWNSHIP.COM. INCLUDE ALL DOCUMENTATION AS AN ATTACHMENT TO YOUR EMA**

## SWIMMING POOL ZONING PERMIT SITE PLAN

BELOW IS A DRAWING OF **AN EXAMPLE** CONTAINING PRINCIPAL STRUCTURE, DRIVEWAY, PROPERTY LINES, LOCATION OF POOL EDGE, LOCATION OF POOL PAD, EASEMENT AREAS, ETC. IN THE BELOW AREA, RENDER A DRAWING OF THE REQUIRED SITE PLAN INFORMATION. PLEASE CALL OR EMAIL FOR ASSISTANCE, HOWEVER SHAWNEE TOWNSHIP WILL NOT COMPLETE DRAWINGS OF YOUR PROPERTY OR POOL LOCATIONS. USE A SEPARATE PIECE OF PAPER IF NECESSARY.

