



11551 Valley View Rd. ♦ Sagamore Hills, OH 44067

Phone: 330.467.0900 ♦ Fax: 330.655.7899

www.mysagamorehills.com

zoninginspector@mysagamorehills.com

SWIMMING POOL PERMIT APPLICATION

(SHT Resolution Section 3.18 & Section 14)

PERMIT MUST BE OBTAINED PRIOR TO POOL INSTALLATION. FAILURE TO OBTAIN PERMIT PRIOR TO INSTALLATION WILL RESULT IN A MONETARY PENALTY FEE

PROPERTY INFORMATION	
Site Address:	Parcel No.:
Owner(s):	Contact Name:
Owner Address:	
Owner Telephone No.:	
Owner Email Address:	
Primary Homeowners Association (HOA): <input type="checkbox"/> Yes <input type="checkbox"/> No (attach HOA approval if applicable) If yes, Name of HOA:	
Sub HOA (if applicable): <input type="checkbox"/> Yes <input type="checkbox"/> No (attach HOA approval if applicable) If yes, Name of HOA:	
<input type="checkbox"/> Sewer <input type="checkbox"/> Septic (If septic, attach Summit County Public Health Department approval)	
Corner Lot: <input type="checkbox"/> Yes <input type="checkbox"/> No -Note: Corner lots are required to meet the front setback on both streets-	

CONTRACTOR INFORMATION	
Contact Name:	
Company Name:	
Address:	
Telephone No.:	Email Address:

IN-GROUND POOL INFORMATION		
SETBACKS FROM OUTER EDGE OF POOL TO PROPERTY LINES (ft.) **NOTE: All pools must be in backyard**		
Left Side:	Right Side:	Rear:
Pool Depth (ft.):	Pool area including surrounding structures/improvements (sq. ft.):	
Will an accessory structure be built: <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, an accessory building/structure permit is required)		

****A FENCE IS REQUIRED FOR ALL IN-GROUND POOLS****
A FENCE PERMIT APPLICATION MUST BE SIMULTANEOUSLY SUBMITTED

ABOVE GROUND POOL INFORMATION		
SETBACKS FROM PROPERTY LINES (ft.) **NOTE: All pools must be in backyard**		
Left Side:	Right Side:	Rear:
Height (ft.):	Type of Lock:	

****A DECK PERMIT MUST BE SUBMITTED SEPARATELY IF A DECK IS BEING INSTALLED AT THE TIME OF POOL INSTALLATION****

Required Site Plan Data and Pool Detail Drawings

The following items must be submitted with the application in order to be reviewed. The application will be reviewed and the applicant will be contacted when the plans are approved. The Ohio Revised Code sets forth a maximum of thirty (30) days for review of all applications. No applications will be reviewed at the time of submittal.

The review process begins once a “completed” application and payment are received
Incomplete applications will delay the review process
****MINIMUM SEVEN (7) DAY PROCESSING OF ALL APPLICATIONS****

1. One (1) copy of the site plan (legible 11” x 17” maximum). The site drawing must show the following:
 - a) A North arrow and scale
 - b) Existing structures and dimensions
 - c) Driveway and road access locations (existing and/or proposed)
 - d) Proposed structure(s) and dimensions
 - e) All setbacks and lot dimensions

2. One copy of the fence and pool drawings (a legible 11” x 17” copy).

3. Septic system and well location with copies of sewage disposal system plan and approval from the Summit County Health Department, (330-926-5693) or Permit to Connect Sanitary Sewer from the Summit County Department of Environmental Services (330-926-2400) (if applicable).

4. Homeowners Association approval letter (if applicable).

Applicant Certification

By signing below, the owner has read, understands, and agrees to the following:

- Right of Revocation – It is understood and agreed by this applicant that any error, misstatement, misrepresentation of any fact, with or without intent, such as might and/or would cause a refusal of this application, or any alteration in the accompanying plans made subsequent to the issuance of a Zoning Certificate without approval of the Zoning Inspector or Zoning Board of Appeals, shall constitute sufficient grounds for the revocation of such certificate.
- The owner agrees to allow the Zoning Inspector access to the property for on-site inspection(s) from application submittal through final approval.
- The owner agrees to abide by the Ohio Revised Code Sections §5589.08, §5589.10 and §5589.22 in that no dirt or mud is permitted on the road right-of-way during construction and that any repair costs for damage to the roadway or parts thereof will be paid by the applicant.
- There may be deed restrictions on the property that differ from the Sagamore Hills Township Zoning Resolution. The owner is solely responsible in ensuring compliance with any deed restriction, covenants or HOA restrictions.
- The zoning certificate shall become void at the expiration of one (1) year after date of issuance.

Property Owner Signature: _____ **Date:** _____

FEE - check (only) payable to Sagamore Hills Township

See Section 18 Fee Schedule

FOR OFFICE USE ONLY

Zoning District: Residential Residential Cluster PUD (Greenwood) PUD (Eaton Estates) Commercial Industrial

Primary Homeowner’s Association (HOA): Attached N/A

Sub Homeowner’s Association (HOA): Attached N/A

Fence Permit Submitted: Yes No N/A

Zoning Certificate Permit No.: _____ Approved Denied*

Zoning Inspector Signature: _____ Date: _____

*Reason for Denial: _____
