



CITY OF PICKERINGTON

POOL PERMIT INFORMATION

***If you belong to a homeowners association, always check with them BEFORE applying for permits.**

***Call the Ohio Utilities Protection Service 48 hours before you dig 1-800-362-2764.**

The City of Pickerington requires permits to ensure safe installation of in-ground, above-ground, and inflatable swimming pools and hot tubs. (Pools less than 24 inches deep are exempt.)

APPLICATION

Please complete and submit the following items to 51 East Columbus Street:

- Planning & Zoning Department
 - Zoning Certificate application
 - \$25.00 zoning fee
 - 2 copies of site plan (see below for details)
 - Acknowledgement of Pool Barrier Requirements form
- Building Department
 - Building Permit application
 - Building fees vary by project and are due when permit is picked up
 - 2 complete sets of building plans (see below for details)
 - Grade elevations may be required by the City of Pickerington Engineering Department

SITE PLAN

The following items should be shown on the site plan:

- All existing structures on a lot and distances to property lines
- The exact location and dimensions of the proposed pool
- The exact location, height, and material of the fence
- The distance from the pool to the property lines

BUILDING PLANS

Building plans must include the following:

- Manufacturer's installation instructions
- Filtering system data
- Electrical plans

PLAN REVIEW

***Accurate and complete information provided in accordance with the attached documentation will expedite a thorough review of the project.**

Pools go through a two-step review process. First, the project is reviewed by the Planning & Zoning Department, then they are reviewed by the Building Department. Please allow a total of 7-10 days for review.

The Planning & Zoning Department will review the site plan for compliance with the City of Pickerington Zoning Code. Please call 614-833-2204 with any questions for the Planning & Zoning Department.

After the site plan has been approved, the Building Department will review plans for compliance with the 2013 Residential Code of Ohio. Please call 614-833-2221 with any questions for the Building Department.

Once plan reviews are complete and all necessary approvals are granted, the applicant will be notified. Construction may begin after all fees are paid and the permit is picked up.

INSPECTIONS

Approved plans and build card must be onsite for all inspections.

Inspections may be scheduled by calling the inspection voicemail line at 614-833-2221 (select option 1) or by emailing inspectionrequest@pickerington.net. Inspection requests received by 3:00pm will be scheduled for the following business day. There are no same day inspections.

The following inspections are required for **hot tubs** and **above-ground** pools:

- Electric Final

The following inspections are required for **in-ground** pools:

- Electric rough / lower bonding – BEFORE placing the bottom of the pool
- Footer – BEFORE pouring concrete
- Electric rough / upper bonding – BEFORE placing deck
- Electric final – AFTER electric is complete
- Final – AFTER fence is erected, electric completed, and construction completed

ADDITIONAL INFORMATION

Pools must be set back at least 10 feet from the side and rear property lines.

Pools must be completely enclosed by a fence (minimum 48" high when measured at grade).

Contractors must be registered to do work in the City of Pickerington. For more information about contractor registration, please contact the Building Department at 614-833-2221. If a homeowner is doing their own work on project, a Homeowner's Affidavit is required.