

# MUNICIPALITY OF GERMANTOWN

75 North Walnut Street  
Germantown, Ohio 45327-1299

## Swimming Pools

All new swimming pools require Building and Zoning permits. Included is a copy of Section 1129.13 & Section 1129.09 of the Germantown Codified Ordinances that pertains to swimming pools and fences.

You will need to complete the following paper work completely and return it to the Municipal Office, 75 North Walnut Street, second floor, Monday – Friday, 8:00 a.m. – 4:30 p.m.

- Building Permit Application **and** three (3) sets/copies of plans for the project- this can be obtained by the company you are purchasing the pool from.
- Zoning Permit Application **and** three (3) copies of the site plan of the property. This is a bird's eye view of your property showing exactly where you propose to install the swimming pool and indicate front/rear of property and if the home is located on a corner. Please include length, height, material types and the distance from property lines and any other structures existing on the property. An example is enclosed and you may draw this yourself. Swimming pools **CANNOT** be located under any power lines.

Once you submit your plans they will be reviewed by the Building Department, National Inspection Cooperation (NIC) and the Zoning Department. This process will take 10-15 days, unless additional information is required. National Inspection Cooperation (NIC), our Building Department, may contact you if any additional information is required. That information can be brought to the Municipal Building for NIC to pick up.

The Municipal Staff will contact you when both the Building Permit and the Zoning Permit are ready to be picked up. At the time you pick up your plans you will pay the fees. The Zoning Permit is \$15.00. The Building Fees will be determined by the Building Department. (A copy of the fee schedule is included and each project is listed. Please note that there is a 1% State Fee for ALL Building Permits.) This may be paid by cash or check made payable to the Municipality of Germantown. These fees will include your inspection costs and plan review fees.

You will be required to pay for inspections that fail after the third attempt for any one inspection type. This re-inspect fee must be paid before any other inspections can be done. This re-inspect fee must be paid at the Municipal Building.

All Zoning and Building permits are good for one (1) year.

After you have picked up your JOB SITE plans and copies of your Building Permit and Zoning Permit you will need to contact National Inspection Cooperation (NIC) to schedule each required inspections. When calling NIC you will need to provide them your Permit Number that is located at the top left of your Building Permit. The JOB SITE plans **MUST BE ON SITE FOR EACH INSPECTION**. NIC's office hours are Monday – Friday 8:00 a.m. – 5:00 p.m. and you may leave your information on their voice mail after hours for an inspection. If you call before 8:30 a.m. you **may** be able to get same day inspections. NIC can be reached at 937-433-4642.

NIC inspectors will make routine, required inspections throughout the construction process. The inspector will leave an inspection ticket after each inspection with a pass or fail notice. Anytime during this process if you have any questions regarding your inspections please call and speak with a NIC inspector at 937-433-4642.

Finance Department  
(937) 855-7257

Manager's Office  
(937) 855-7255 1

Planning/Zoning Department  
(937) 855-7255

Tax Department  
(937) 855-7258

FAX(937)855-3215

[www.ci.germantown.oh.us](http://www.ci.germantown.oh.us)

After all inspections are completed you will receive a final building ticket that will be marked approved or a Certificate of Occupancy when appropriate.

If your project requires any plumbing please contact Montgomery County at 225-4421 or 781-2500. They will handle any permits, questions and inspections.

Questions? Please contact NIC for any building questions at 937-433-4642 or contact the Municipal Building at 855.7255 for any zoning questions.

By law, everyone **MUST** contact the Ohio Utilities Protection Service, 8-1-1 or 1-800-362-2764, at least 48 hours but no more than 10 working days (excluding weekends and legal holidays) before beginning ANY digging project.

- (e) Garage sales, which for the purposes of this section shall include yard sales, barn sales, and similar activities, may be permitted within any district in which dwellings are permitted. Any individual or family may conduct two such sales within any 12-month period upon the property at which he or they reside for a period not to exceed 3 consecutive days without obtaining a Temporary Use Permit, so long as the provisions of this Zoning Code pertaining to signs and parking are observed. Garage sale permits shall only be issued to groups of families, neighborhood organizations, and community organizations two times within any 12-month period and shall not exceed a period of 3 consecutive days, so long as the provisions of this Zoning Code pertaining to signs and parking are observed. (Ord. 00-30. Passed 6-5-2000.)
- (f) Temporary seasonal outdoor retail sale of garden and landscaping plants and materials including bagged soil, fertilizer, and mulch (natural holiday decorations such as Christmas trees are included in this use) may be conducted on a nonresidential premises for a period of time not to exceed three (3) months from January 1st to May 31st and three (3) additional months from June 1st to December 31st. (Ord. 10-27. Passed 6-21-10.)

#### 1129.13 SWIMMING POOLS/PONDS.

Swimming pools or ponds in excess of 24 inches in depth shall comply with the following requirements: (Ord. 08-17. Passed 5-19-08.)

- (a) The swimming pool/pond is intended to be used and is used solely for the enjoyment of the occupants of the property on which it is located and their guests.
- (b) The swimming pool/pond may be located anywhere on the premises except in required front yards, provided that it shall not be located closer than 3 feet to any property line or easement and/or directly under any type of electrical wiring.
- (c) The swimming pool/pond, or the entire property 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. Fence shall be at least 4 feet in height, and it shall be maintained in good condition with a self-closing, latching gate and lock. Above-ground pools that have integral fences or railings and have a swing up securing/locking ladder are acceptable in lieu of fence.
- (d) All swimming pools/ponds require a Zoning Permit.  
(Ord. 00-30. Passed 6-5-2000.)

#### 1129.14 HOME OCCUPATIONS.

Home occupations are permitted in the A, R-1AAA, R-1AA, R-1A, R-1, R-2 and R-3 Districts. All home occupations must meet the following criteria:

- (a) Only members of the immediate family occupying such dwelling shall be employed in such occupation.
- (b) The use of the dwelling unit for the home occupation shall be clearly subordinate to its use for residential purposes by its occupants, and not more than 25% of the floor of the principal structure shall be used in conducting the home occupation.

**1129.08 REQUIRED REFUSE COLLECTION AREAS.**

The refuse collection areas provided by all multi-family residential, commercial, and industrial uses for the collection of trash, garbage, and other refuse shall be enclosed on three sides by a solid wall, fence, or shrubbery of at least 4 feet in height, unless within an enclosed building or structure. Provisions shall be made for regular and adequate vehicular access to such areas for collection purposes, as determined necessary by the Municipal Manager. Storage areas of proper density in residential districts shall utilize such additional screening as required in this Zoning Code.

(Ord. 00-30. Passed 6-5-2000.)

**1129.09 FENCES.**

(a) Fences constructed within a rear yard and side yard shall not be higher than six feet. All fences are considered an accessory structure.

(b) No fence, wall, or hedge shall rise over 36 inches in height on any required front yard. No fence, wall, or hedge planting shall interfere with visibility from a driveway or public right-of-way. The Municipal Manager is hereby empowered to cause all obstructions to be removed in the interest of public safety. (Ord. 08-16. Passed 5-19-08.)

(c) All support structures shall face to the inside of the lot.

(d) Any posts or decorative features used in the construction of a fence shall not be higher than one foot above the height of the fence.

(e) It shall be the property owner's responsibility to ensure that all fences shall be erected within the property.

(f) Fences on properties next to an alley shall not be higher than seven feet on the rear or side yard facing the alley.

(g) All fence installation or modification requires a Zoning Permit.

(h) Fences are permitted to be construction on easements. However, if access is needed to the easement, the fence shall be removed and reinstalled at the owner's expense. (Ord. 04-45. Passed 7-19-04.)

(i) A 36 inch fence is permitted on corner lots with the condition that the fence provides for eighty percent (80%) visibility. The fence may not obstruct the visibility at any intersection. (Ord. 08-16. Passed 5-19-08.)

**1129.10 PROJECTIONS INTO REQUIRED YARDS.**

(a) Chimneys, flues, sills, pilasters, and other similar features may project into a required side yard a maximum of 12 inches. Roof overhangs may extend into a required side yard, a maximum of 12 inches.

(b) No structure may project into a required front yard. However, steps, not porches, may extend from the dwelling into the required front yard a maximum of 10 feet. (Ord. 00-30. Passed 6-5-2000.)

# **ATTENTION HOMEOWNERS**

## **SWIMMING POOLS REQUIRE BUILDING PERMITS**

Pursuant to local ordinances, above ground, in ground, or on ground swimming pools may require building and/or electrical permits. Pools over 24 inches (24") deep require a building permit. The permit is for placement of the pool on the property and also includes a requirement for a fence or barrier of at least 48 inches (48") tall around the pool. All pool motors or pumps must be connected to a Ground Fault Circuit Interrupter (GFCI) receptacle. All pools over 42 inches (42") are required to be wired to meet the National Electric Code.

If you have a new pool, or are going to acquire a pool, please contact the Building Inspection Department at 888-433-4642 to obtain a permit.

# MUNICIPALITY OF GERMANTOWN

75 North Walnut Street, Germantown, OH 45327

Phone (937) 855-7255 Fax (937) 855-3215

## BUILDING PERMIT APPLICATION

FOR INFORMATION CALL: (888) 433-4642

(CHECK ONE) RESIDENTIAL: \_\_\_\_\_ COMMERCIAL: \_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_ EST. PROJECT COST: \$ \_\_\_\_\_ TOT. SQ. FEET: \_\_\_\_\_ LOT #: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_ TENANT'S NAME \_\_\_\_\_

PROJECT DESCRIPTION: \_\_\_\_\_

PLEASE PRINT	NAME	STREET ADDRESS	CITY, STATE, ZIP	PHONE & FAX NUMBERS
PROPERTY OWNER				
GENERAL CONTRACTOR				
HVAC / ELEC CONTRACTOR (If applicable)				
ARCHITECT				

**CHECK PERMIT TYPES REQUESTED:** (Check all that apply)

BUILDING \_\_\_\_\_ HVAC \_\_\_\_\_ ELECTRIC \_\_\_\_\_ CHANGE OF USE / OCCUPANCY \_\_\_\_\_ SIGN \_\_\_\_\_ OTHER \_\_\_\_\_

NEW CONSTRUCTION \_\_\_\_\_ ADDITION \_\_\_\_\_ ALTERATION / REMODEL \_\_\_\_\_ ACCESSORY STRUCTURE / POOL \_\_\_\_\_

FIRE SUPPRESSION SYSTEM: \_\_\_\_\_ FIRE ALARM SYSTEM: \_\_\_\_\_ KITCHEN EXHAUST HOOD: \_\_\_\_\_

3 RESIDENTIAL OR 4 COMMERCIAL SITE AND BUILDING PLANS ATTACHED?: \_\_\_\_\_ ZONING? \_\_\_\_\_ FLOODPLAIN? \_\_\_\_\_

COMMERCIAL ONLY:.....USE GROUP: \_\_\_\_\_ CONSTRUCTION TYPE: \_\_\_\_\_ OCCUPANT LOAD: \_\_\_\_\_

The Applicant being the Owner or Owner's Agent has submitted construction plans, specifications, and plot plans that are incorporated into and made part of this application. In consideration of the granting of the permit hereby requested, the Applicant agrees to ensure the related work is completed in accordance with the terms of the permit and applicable State and local laws and regulations. The Applicant acknowledges it is the responsibility of the Applicant to verify and comply with all easements, rights of way and plat covenants and restrictions of record affecting the said property. Applicant will notify the Building Inspector upon start of construction, call for required inspections and will not use or occupy the structure until a Certificate of Occupancy or Completion (full or conditional) has been issued by the Building Inspector.

I certify that I have examined this application and all information in this application is true and correct.

APPLICANT'S NAME (PLEASE PRINT): \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ FAX \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\*\*\*\* OFFICE USE ONLY\*\*\*\*\*

DEPOSIT \$ \_\_\_\_\_ RECEIVED BY \_\_\_\_\_ REFERENCE \_\_\_\_\_

APPROVED / NOT APPROVED \_\_\_\_\_ DATE: \_\_\_\_\_

## Residential Fee Schedule

### Building Fees:

Basic Fee - New Homes, Room Additions & Alterations Plus \$0.15 per Square Foot	\$ 50.00
Basic Fee - 100 to 400 Square Feet Accessory Structure Plus \$0.10 per Square Foot	30.00
Base Fee - greater than 400 Square Feet Accessory Structure Plus \$0.12 per Square Foot	50.00

### Electric Fees:

Basic Fee - New Homes, Room Additions and Alterations Plus \$0.04 per Square Foot	\$ 80.00
Temporary Electric Pole	50.00
Electric Service Upgrade With Additional Wiring	35.00 70.00
Swimming Pools Electric Above ground	45.00
In-ground	90.00

### Heating and Air Conditioning Fees:

Basic Fee	\$ 60.00
Each Additional Unit	30.00
Duct Extension Only	50.00
Replacement Heating <u>and</u> Air Conditioning (Combined)	90.00
Replacement Heating <u>or</u> Air Conditioning	60.00
Gas Piping Inspection F	50.00

### Administrative Fees:

Call back re-inspection (3 <sup>rd</sup> or more trips)	\$ 50.00
Unspecified Inspection Inspection, not specifically listed in this fee schedule	50.00 per half hour
Starting work without a permit:	100.00 or Fee x2, whichever is greater
Missed inspection	100.00

**Note:** Basic Fee and/or Process Fee is payable when Application Submitted and is not refundable.

Water Heaters: 60.00

Municipality of Germantown  
Application for Zoning Permit  
75 North Walnut Street  
Germantown, Ohio 45327

Phone (937) 855.7255 Fax (937) 855.3215

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

Property Address: \_\_\_\_\_ Property ID Number: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant (if other than property owner): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Complete Description of Proposed Construction and /or Use: \_\_\_\_\_

Provide a detailed diagram or plot plan showing all dimensions of the lot, location of existing buildings, and location of proposed construction. Show distances existing buildings and proposed buildings are from all lot lines. A scaled diagram may be required along with additional information as the Municipal Manager or designee deems necessary. The property owner understands that the application, diagram and other information presented for the above construction and/or use shall be located entirely upon the property location indicated above and further understands that the property owner shall be liable for substantiating same. **The property owner and/or applicant further understands that a Certificate of Zoning Compliance is required before the commencement of any use or occupation of any building. This permit will expire within one year of issuance if construction has not commenced.**

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Applicant

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OFFICE USE ONLY

Zoning District: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Lot in Floodplain: Yes ( ) No ( )  
(If Yes, is used exempt?) Yes ( ) No ( )

Approved ( ) Disapproved ( )

Easement on Property: Yes ( ) No ( )  
(If Yes, does it affect application?) Yes ( ) No ( )

Permit No: \_\_\_\_\_

Zoning Fees: \_\_\_\_\_

\_\_\_\_\_  
Signature of Zoning Compliance Officer

\*If applicable, reason application was denied: \_\_\_\_\_



FRONT YARD

22ft

DRIVE  
WAY

HOUSE

DECK

8ft

3ft

10ft

POOL  
24'

3ft

SHED  
5ft  
4ft

3ft

SHED

Left Privacy Fence

28ft

NEIGHBOR - SIDE YARD

Left Privacy fence

REAR-YARD

- EXAMPLE OF LOT PLAN -

- POOL
- SHED
- DECK
- FENCE