



## PERMIT REQUIREMENTS FOR RESIDENTIAL POOL

**Application:** A completed residential zoning application with signatures from property owner and applicant along with contact information.

**Fee:** No fee is required for a pool zoning certificate. *Please note: Failure to obtain a zoning certificate prior to installing a pool will result in a \$100.00 fine.*

**Quantity of Documents:** (4) Four sets: **Site Plan:** A site plan is a drawing that shows the property lines and dimension of a lot as well as the locations of any structures on the lot. On the site plan, the pool must be drawn to show its specific location. Please visit <http://cagisonline.hamilton-co/org/cagisonline/index.html> and type your address to print out a site plan of the lot.  
(4) Four sets: **Elevation Plan:** An elevation drawing shows the height of the proposed pool (if above ground). If pool is in-ground, pool dimensions and details must be submitted.

### 1. What are Sycamore Township's regulations for a residential pool?

A permitted residential pool must be in the rear yard, sit ten (10') feet from the waters edge to all property lines and be six (6') feet from any structure. Swimming pools shall be maintained in a clean and sanitary condition and or in good repair. Swimming pools containing more than 24 inches in depth shall be completely surrounded by a fence or barrier at least 48" inches in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching.

### 2. What is the time-frame for a zoning certificate?

Please allow 3 - 5 business days after receipt of an application.

### 3. Will Hamilton County Building Department require a permit?

Yes, unless your pool is LESS than 24" Inches or 2' two feet in height and/or UNDER 150' square feet of surface area.

### 4. Is a survey of the property required when applying for a zoning certificate?

No, Sycamore Township Planning & Zoning does not require a survey of the property however, in order to avoid property disputes with neighboring properties it is recommended to obtain a survey.

### 5. How do I obtain a survey of a property?

Sycamore Township Planning & Zoning recommends contacting a reputable surveyor, or reaching out to Hamilton County Records office. Other resources would be to contact your mortgage company or title company.

Please note: Sycamore Township does not have a survey of your property.

### 6. Does Sycamore Township Planning & Zoning have a Plat of my property?

No, please refer to question 5.

### 7. Am I required to contact Sycamore Township Planning & Zoning Inspector for a final inspection?

Yes, It is the applicant's responsibility to contact the Inspector once the project is complete. (513) 792-7249 Inspector's Phone  
(Please note: The Sycamore Township Planning & Zoning Department works closely with Hamilton County Building Department to ensure compliance)

### 8. What is the time-frame to schedule a final inspection?

Usually, 1 - 2 business days.

### 9. Do I need to be present for the final inspection?

No

### 10. Who do I contact for the final inspection?

Please contact Sycamore Township Planning & Zoning Department (513) 792-7250 or Email: [zoning@sycamoretownship.org](mailto:zoning@sycamoretownship.org)

# KNOW THE FACTS!

## Home Swimming Pools

*Swimming is one of the most popular summer activities in the United States. However, home swimming pools can be dangerous. The following guidelines can be used to keep your pool safe.*

### Home Pool Injuries

According to the Consumer Product Safety Commission, 49,500 injuries leading to emergency room care are reported annually, and 75% of patients were under the age of 20. There are 330 home pool drownings each year.

### Common Waterborne Illness

Illnesses commonly contracted from contact with recreational water are; Cryptosporidium, Giardia, E. coli, Shigella, Norovirus, and Hepatitis A. Operating the pool properly and adequately responding to fecal incidents can help limit the risk of transmission.

### Guidelines to prevent water borne illness:

- Ensure chlorine is present in the swimming pool at all times and check levels often.
- Ensure the filtration and circulation systems are running continuously.
- People with diarrhea should be excluded from swimming pools to prevent transmitting gastrointestinal illness.
- If a fecal accident occurs in the pool, ensure the pool is closed and CDC fecal incident guidelines are followed prior to reopening. Guidelines may be found here: [www.cdc.gov/healthywater/swimming](http://www.cdc.gov/healthywater/swimming)
- Don't swallow pool water.
- Take frequent bathroom breaks (outside of the pool).
- Wash hands after using the bathroom.
- Change diapers in the bathroom, not near the pool.
- Don't allow pets in the pool or pool area.

### My pool smells like chlorine. That means it's safe to swim, right?

Not necessarily, the smell is of chloramines, a byproduct of the reaction between chlorine and nitrogen or ammonia. Chloramines can irritate the skin, eyes, and mucous membranes. Chlorine in a pool at the proper levels should be near odorless. Free Chlorine levels in pools should be at a minimum of 1 ppm at all times when pools are in operation to allow for proper disinfection.

### Disinfection and Water Quality

Maintaining proper chlorine levels allows for disinfection of pool water. There are other factors that limit the effectiveness of chlorine in water. pH should be kept between 7.2 and 7.8 to allow chlorine to be effective. Pools should only be used when the water is clear enough to see the bottom of the pool.

Cyanuric acid, which is found in stabilized chlorine tablets, can stop chlorine's ability to disinfect water when present in concentrations above 70 ppm. Test kits for cyanuric acid are available for purchase where other pool test kits are sold. The only way to lower cyanuric acid levels from a pool is to drain and refill the pool.

### Pool Areas

To keep swimmers safe keep the pool area well maintained. Electrical hazards should not be present in pool areas. Pools with single main drains must have a secondary anti-entrapment device.

### Pools should have:

- VGB Compliant drain covers. Follow manufacturer's guidelines for replacement.
- 4 feet tall safety fence to prevent unauthorized access. (Fence should not have any gaps larger than 4 inches.)
- Self-closing and latching gates.

\*Check with your local zoning department for additional requirements for swimming pools and their surrounding areas.



**HAMILTON COUNTY  
PUBLIC HEALTH**

PREVENT. PROMOTE. PROTECT.

250 William Howard Taft Road, 2nd Floor  
Cincinnati, OH 45219  
Phone 513.946.7800 Fax 513.946.7890  
[hamiltoncountyhealth.org](http://hamiltoncountyhealth.org)

Updated: 06/11/2015

# KNOW THE FACTS!

## Home Swimming Pools (cont.)

### Chemical Safety

The most commonly used chemical disinfectant in swimming pools is chlorine. Chlorine disinfects harmful pathogens, but can be dangerous in its concentrated form. A few safety guidelines can be followed to minimize risk when working with chlorine and other pool chemicals.

- Don't mix chlorine with other pool chemicals.
- Keep pool chemicals locked and out of reach of children.
- Chlorine tablets should be used in a chlorinator, not in the skimmer baskets where children have access.
- Wear proper protective equipment when working with chlorine (gloves, mask, goggles, etc.).
- Follow all instructions on the label.

### Injury Prevention

- Don't swim alone.
- Make sure children are capable swimmers and are supervised at all times.
- Take CPR and first aid classes.
- Keep kids away from drain covers and outlets pipes.
- Ensure sunscreen is applied to prevent sunburn.
- Keep glass bottles away from pool areas.
- Don't dive into shallow water.
- Have the following items available.
  1. A flotation device and / or shepherd's crook.
  2. A Phone to call 911.
  3. A first aid kit containing bandages, gloves, and scissors to cut hair or clothing.

### What to do with water at the end of the season

To limit nuisance issues and impacts to local watersheds, rules must be followed for draining pools. Water must be tested for pH and chlorine prior to dumping and may not be dumped on other properties. For additional information about what to do with leftover pool water, contact the Water Quality Division at (513) 946-7966.

### Ideal pool chemical readings

Free Chlorine	2.0 – 4.0 ppm
Combined Chlorine	None
Total Alkalinity	80 – 120 ppm
pH	7.4 – 7.6
Cyanuric Acid	30 – 50 ppm

### Balancing Pool Chemicals

#### Chlorine:

*To raise Chlorine* (1ppm/10,000 gal of pool water): add 2 oz Calcium Hypochlorite (65%); add 10.7 fl oz Sodium Hypochlorite (12%)

*To neutralize excess chlorine* (1ppm/10,000 gal of pool water): add 1 oz Sodium Thiosulfate-carefully, or more chlorine will be required to offset the extra neutralizer

#### pH:

*To RAISE pH* (.2 units/10,000 gal of pool water-based upon BASE demand test/ Alkalinity): add 6 oz of Sodium Carbonate (Soda Ash)

*To LOWER pH* (.2 units/10,000 gal of pool water, based upon ACID demand test/ Alkalinity): add 12 oz Muriatic acid or 1.0 lb. Sodium Bisulfate.

#### Alkalinity:

*To RAISE Alkalinity* (10 ppm/10,000 gal of pool water): add approx. 1.5 lbs. Sodium Bicarbonate (Baking Soda)

*To LOWER Alkalinity* (10 ppm/10,000 gal of pool water): add 26 oz Muriatic acid or 2.15 lbs. Sodium Bisulfate.

*Hamilton County Public Health does not license or regulate home pools but, we do offer guidance. If you are interested in more information please contact Hamilton County Public Health at (513) 946-7800.*

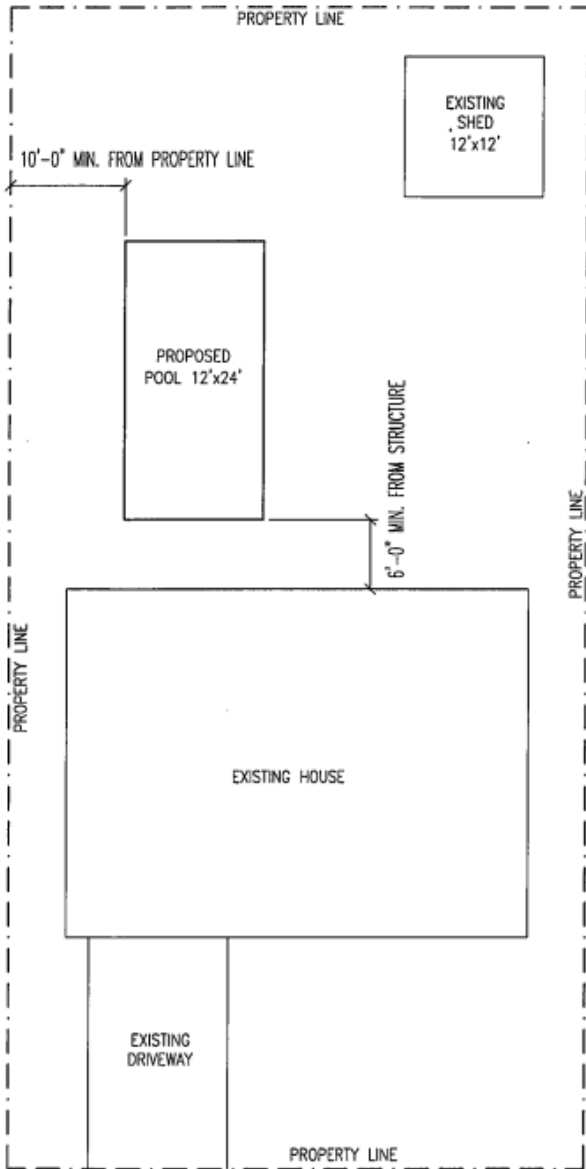


PREVENT. PROMOTE. PROTECT.

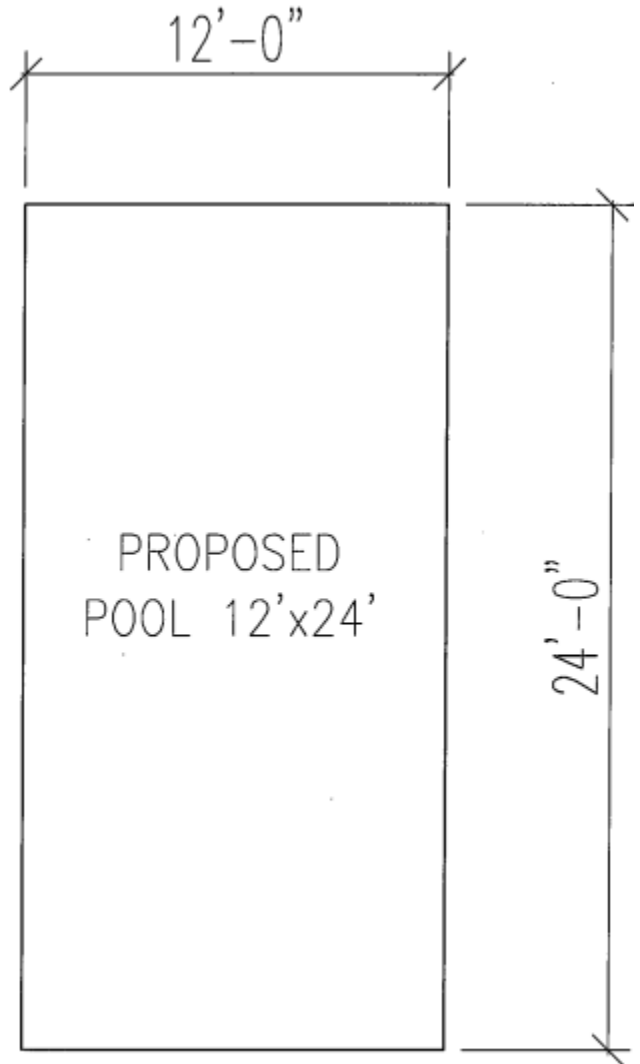
250 William Howard Taft Road, 2nd Floor  
Cincinnati, OH 45219  
Phone 513.946.7800 Fax 513.946.7890  
hamiltoncountyhealth.org

Updated: 06/11/2015

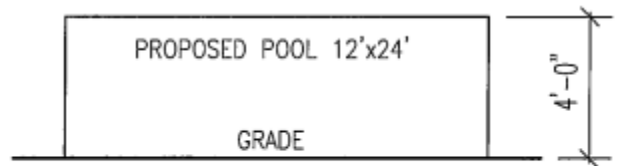
## POOL DIAGRAMS



SITE PLAN  
SCALE: 3/32"=1'-0"



ENLARGED POOL PLAN  
SCALE: 1/4"=1'-0"



POOL ELEVATION  
SCALE: 1/4"=1'-0"

**RESIDENTIAL APPLICATION**

NEW RESIDENCE, ADDITIONS,  
DECKS, FENCES, SHEDS, LOT  
SPLIT, IN-HOME OCCUPATION,  
PORCHES, ETC.

[www.sycamoretownship.org](http://www.sycamoretownship.org)



**APPLICATION NUMBER**

DO NOT WRITE IN ABOVE SPACE

**Planning & Zoning Department**

8540 Kenwood Road, Sycamore Township, Ohio 45236  
Phone: (513) 792-7250

**PROJECT ADDRESS:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

NAME	STREET ADDRESS	CITY	STATE	ZIP	PHONE NUMBER
PROPERTY OWNER					
CONTRACTOR					
DESIGN PROFESSIONAL					
APPLICANT					
APPLICANT'S EMAIL ADDRESS					

- |   |                                   |  |
|---|-----------------------------------|--|
| <input type="checkbox"/> NEW SINGLE FAMILY DWELLING | <input type="checkbox"/> ADDITION | <input type="checkbox"/> ACCESSORY USE STRUCTURE |
| <input type="checkbox"/> DECK                       | <input type="checkbox"/> PORCH    | <input type="checkbox"/> FENCE/WALL              |
| <input type="checkbox"/> RESIDENTIAL POOL           | <input type="checkbox"/> POD      | <input type="checkbox"/> IN-HOME OCCUPATION      |
| <input type="checkbox"/> LOT SPLIT / CONSOLIDATION  | <input type="checkbox"/> OTHER    |  |

DESCRIPTION OF WORK: \_\_\_\_\_

SQUARE FEET: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ LENGTH: \_\_\_\_\_ USE: \_\_\_\_\_

**THE DEPARTMENT OF PLANNING & ZONING IS DEDICATED TO THE CONTINUING PROSPERITY OF SYCAMORE TOWNSHIP. WE PROMOTE HIGH STANDARDS FOR DEVELOPMENT AND QUALITY PROJECTS. WE LOOK FORWARD TO SERVING OUR CITIZENS AND BUSINESS COMMUNITY TO MAKE SYCAMORE TOWNSHIP THE BEST IT CAN BE.**

The owner of this project and undersigned do hereby agree to comply with the zoning laws of Sycamore Township pertaining to the construction of the proposed project according to the drawings and specifications submitted herewith, and certify that all of the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct. Lot consolidation is required to obtain zoning approval for the construction of any structure. The applicant and owner of the real property agree to grant Sycamore Township access to the property for review and inspection related to this application.

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

**FOR FINAL INSPECTIONS PLEASE CALL 513-792-7250 OR  
EMAIL: [zoning@sycamoretownship.org](mailto:zoning@sycamoretownship.org)**

\_\_\_\_\_  
PROPERTY OWNER'S SIGNATURE      DATE

**DO NOT WRITE BELOW THIS LINE**

RECOMMENDS PLAN APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_

ZONING APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

***NOTE: FILING THIS APPLICATION DOES NOT CONSTITUTE PERMISSION TO BEGIN WORK.***

**FINAL INSPECTIONS ARE REQUIRED**

**MUST OBTAIN INSPECTION PRIOR TO PLACEMENT OF PIERS, FOOTERS, & SIGNS**