



City of Meadville

894 Diamond Park
Meadville, PA 16335
Ph. (814) 724-6000

Permits • Buildings • Planning • Zoning

SWIMMING POOLS, SPAS, AND HOT TUBS

Return a signed copy of this page to the City with submission.

Property address / location: _____

Description of project: _____

Owner

Name: _____ Ph. _____

Address: _____

Email: _____

Contractor

Name: _____ Ph. _____

Address: _____

Email: _____

Engineer / Architect

Name: _____ Ph. _____

Address: _____

Email: _____

Applicant Acknowledgement and Signature

I hereby acknowledge that I have read and understand the rules and regulations as presented in this packet, that all information I submit in connection with the above-referenced project is true and correct, and I hereby agree that all applicable provisions of the ordinances of the City of Meadville and the laws of the Commonwealth of Pennsylvania will be complied with.

Signature _____ Date _____

Print name _____ Title _____



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Documentation to be submitted to City Zoning Administrator

- _____ Site plan showing the proposed pool, hot tub or spa location with distances in feet to the front, sides and rear property lines. Note the placement restrictions under Notes in this document.
- _____ Proof of contractor worker’s comp insurance or completed affidavit of exemption for anyone working on the project
- _____ Estimated costs
- _____ Two sets of construction documents that show in detail building code compliance, including but not limited to:
 - Safety barrier (fence or otherwise), including height, installation and materials
 - Electrical plans for pumps, filters, receptacles, etc., showing location and type of wiring method
 - Information from the manufacturer detailing the design of the pool, spa or hot tub
- _____ If a deck is to be built, two sets of plans showing at minimum as applicable:
 - Floor joist size, species and grade of wood
 - Floor joist spacing on center
 - Span of floor joist (clear distance between supports)
 - Attachment to existing structure means size and spacing (bolts or lags)
 - Depth of post footing below finished grade
 - Guardrail height from floor of deck or stairs
 - Spacing of balusters
 - Stairs riser height and tread depth
 - Stairs handrail height from nose of tread
 - Handrail grip size
 - Width of stairs
 - Guardrail
 - Roof rafter size – species and grade of wood
 - Rafter spacing on center
 - Thickness and type of roof sheathing
 - Roofing materials and installation

Fees

Administrative/zoning:	.0040 times construction cost, \$30 minimum		
State permit fee:	\$4.50 per UCC permit		
Certificates of occupancy:	\$30		
Plan review and inspection:	In-ground pool	\$250	
	Above-ground pool w, w/o /deck	\$225	\$150



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NOTES

- Placement of pools. Swimming pools and associated decks are permitted in rear yards only. The pool must be at least 10 feet from any side yard line and 10 feet from any rear yard line. Pumps, filtration devices and similar apparatus required by the pool are permitted in side or rear yard areas. If the property fronts on two streets, such as a corner lot or one with streets in the front and rear, special accommodations can be made. Please ask the zoning administrator for more information
- The City shall grant or deny a residential application, in whole or in part, within 15 business days of the filing date or the application is deemed approved. Reasons for the denial shall be in writing and provided to the applicant.
- Certificates of occupancy are required before occupying any building or portion thereof constructed or altered under a building permit issued under the UCC.
- Building permit must be posted at the work site and clearly visible from the road, until completion of project. Approved plans must be available at all times for inspection. The permit holder or an authorized agent shall notify the inspector when work is ready for inspection and provide access for the inspection.
- A permit becomes invalid if the authorized construction work fails to begin within 180 days after the permit's issuance or if the authorized construction work is suspended or abandoned for 180 days after the work has commenced. Should a permit holder need more time to begin or complete the project for just cause, the permit holder may submit a written request for an extension of time to commence or continue construction. A permit may be valid for no more than 5 years from its issue date.
- Work shall be installed in accordance with the approved construction documents. The permit holder shall submit a revised set of construction documents for approval for changes made during construction that are not in accordance with the approved construction documents.
- Property/pedestrian protection. Any demolition or construction activity must comply with the City's Construction Area Protection Requirements for the duration of the work.