

## Guide to Hot Tub Permits

### Fees

- **Building Permit**      **\$50.50** (this includes a 1% State of Ohio Fee)
- **Zoning**                      **\$40.00**
- **Electric Permit**      **\$75.75** (this includes a 1% State of Ohio Fee)
- These fees are collected once a building permit has been issued and are not required at the time of the application.

### Application Requirements

- Completion of an application form furnished by the building department.
- Two (2) sets of plans of sufficient clarity to show the type of base the hot tub will be supported upon such as: pavers, a concrete slab, or other option.
- Two (2) sets of literature from the manufacturer of the hot tub, demonstrating that the hot tub has been designed and constructed in accordance with ANSI/NSPI-3.
- Two (2) survey based plot plans / site plans, to scale, showing the location of the proposed hot tub, existing structures, improved surfaces, and the distances from the house and the property / lot lines.

### Action on the Application

- The building and zoning departments will examine the application and plans of the proposed hot tub within two weeks or ten working days.
- If the application and plans of the proposed hot tub conform to the building and zoning codes, the applicant is notified and a hot tub permit is issued. The applicant shall pick up one set of the approved plans and pay the permit fees prior to the start of construction.
- If the application and plans of the proposed hot tub do not conform to the building and zoning codes, the applicant is notified and the reasons for the disapproval will be given in writing.

### Time Limitations

- Work shall commence within twelve (12) months of the approval of the residential construction documents. One extension shall be granted for an additional twelve-month period if requested by the owner at least ten days in advance of the expiration of the approval and upon payment of a fee not to exceed one hundred dollars. If in the course of construction, work is delayed or suspended for a time period of six (6) months, the approval of the plans or drawings is invalid. Two extensions shall be granted for six months each if requested by the owner at least ten days in advance of the expiration of the approval and upon payment of a fee for each extension.

### Have Questions or Need Help

- If you have questions regarding zoning issues such as where the hot tub can be located and the setback requirements, please contact the Zoning Department at 614.901.6650, option 3.

- If you have specific electrical questions, please contact the Building Department at 614.901.6650, option 4, and ask to speak to an electrical inspector.
- If you have questions on the hot tub installation, please call 614.901.6650, option 4, and ask to speak with a building inspector.

### **Plan Requirements**

**Hot Tub Support** – Please show the base material for the hot tub.

**Hot Tubs Supported on a Wood Deck** – An Architect or Engineer will need to design the deck frame and support footings to carry the weight of the hot tub.

**Electrical Plans** - The electrical plans shall show the location of all electrical equipment, electrical outlets and lighting fixtures, as well as any grounded equipment such as an air conditioning unit, or the electrical service meter base. Typically these items shall be at least (5) five feet horizontally away from the inside walls of the hot tub.

### **Inspections**

**Rough & Final Electrical** – After the completion and installation of all electrical wiring, equipment, devices, and fixtures. **Note:** access to the electrical service panel will be required.

**Final Inspection** – After the completion of the hot tub and prior to the hot tub being utilized.

6/19/23