

PERMIT # \_\_\_\_\_

**LAWNSPRINKLER  
PERMIT  
APPLICATION**



**CITY OF WESTLAKE  
BUILDING DEPARTMENT  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145  
PHONE (440) 617-4105  
FAX (440) 617-4144**

DATE ISSUED: \_\_\_\_\_

**BASE FEE:** \_\_\_\_\_  
Residential \$50 / Commercial \$100

**SPRINKLER HEADS**  
X \$1.00 EACH: \_\_\_\_\_

**B.B.S:** \_\_\_\_\_  
Residential 1% / Commercial 3%

**SUB-TOTAL:** \_\_\_\_\_

**EASEMENT PERMIT: \$ 5.00**

**TOTAL:** \_\_\_\_\_

*Print ALL information in ink. Applicant to complete all parts. Incomplete applications will delay permit processing.  
The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.*

**PROPERTY/OWNER INFORMATION**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**PERMANT PARCEL #:** \_\_\_\_\_

(IF PARCEL NUMBER IS UNKNOWN, PLEASE CALL (216) 443-7091)

**APPLICATION DATE:** \_\_\_\_\_

**CONTRACTOR/INSTALLER INFORMATION**

Not required if owner is performing ALL work

**COMPANY NAME:** \_\_\_\_\_

**REGISTRATION NUMBER:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**CONTACT PHONE:** \_\_\_\_\_

**NOTICE TO CONTRACTORS:  
FAILURE TO CALL FOR INSPECTIONS MAY RESULT  
IN LOSS OF REGISTRATION AND/OR FINES**

**PERMIT REQUIREMENTS**

A Lawn Sprinkler Easement Permit is required by the City of Westlake Department of Engineering.

The owner's signature is required and the contractor is to sign as the Witness.  
(See page 2)

Inspection of the Back Flow Preventer is required and needs to be scheduled with the Building Department.



**BUILDING DEPARTMENT**

27700 Hilliard Blvd.  
Westlake, OH 44145

Phone 440.871.3300  
Fax 440.617.4144

In an effort to simplify the Lawn Sprinkler permitting process, we have made a few revisions.

A topo indicating the location of the sprinkler heads is no longer required.

When the completed application and fees are received, the Building Department will issue the Permit and forward the signed Easement Permit to the Engineering Department. As the contractor, you will sign as the Witness of the owner's signature.

Incomplete applications will be returned and will delay processing the permit.

The \$5.00 Easement Permit fee will be included in the Building Permit fee total.

Inspection of the Back-Flow Preventer is required and needs to be scheduled with the Building Department before work will be considered complete (440) 617-4105.

The property owner will be mailed a copy of the approved Easement Permit for their records.

The revised Lawn Sprinkler / Easement Permit application is attached and is also available on our website. [www.cityofwestlake.org](http://www.cityofwestlake.org)

Thank you in advance for following this revised process.

Donald P. Grayem, C.B.O.  
Director of Inspections

James J. Smolik, P.E.  
Director of Engineering

CITY OF WESTLAKE  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145

PERMIT TO INSTALL IRRIGATION IN THE RIGHT-OF-WAY OR EASEMENT  
ISSUED PURSUANT TO CHAPTER 907 OF THE CODIFIED ORDINANCES

This Permit is hereby issued to \_\_\_\_\_ authorizing the  
installation of irrigation in the right-of-way on the property located at:

Company Name

Address

The approval for this work is granted in accordance with, and as specified and detailed in plans submitted to and approved by the Department of Engineering for the City of Westlake.

Special conditions for this Permit are as follows:

THE IRRIGATION MUST BE INSTALLED SO AS NOT TO INTERFERE WITH ANY OTHER PUBLIC OR PRIVATE UTILITIES.

IF IT BECOMES NECESSARY TO PERFORM MAINTENANCE OR CONSTRUCTION IN THE RIGHT-OF-WAY AREA, SURFACE OR UNDERGROUND, DEEMING DISTRIBUTION OF OR REMOVAL OF THE IRRIGATION, NEITHER THE CITY OF WESTLAKE NOR ITS ASSIGNEE WILL BE RESPONSIBLE FOR THE REPLACEMENT OF AND/OR ANY DAMAGES TO THE IRRIGATION WHICH MAY OCCUR DURING NORMAL WORK PROCEDURES.

IT IS THE EXPRESS RESPONSIBILITY OF THE HOME OWNER TO NOTIFY THE FUTURE HOME OWNER OF THIS EXISTING CONDITION. THIS RESPONSIBILITY WILL CARRY ON THROUGH TO EACH NEW HOME OWNER. THIS PERMIT ADDRESSES THE AREA WITHIN THE RIGHT-OF-WAY ONLY AND WILL BE RECORDED AND KEPT WITH THE PROPERTY'S HISTORY FILE IN THE CITY OF WESTLAKE ENGINEERING DEPARTMENT.

Approval Date

James J. Smolik, P.E  
Director of Engineering

Contractor/Witness

Owner

Date

**HOME OWNER MUST SIGN ORIGINAL**