



Village of Shawnee Hills, Ohio  
9484 Dublin Road  
Shawnee Hills, Ohio 43065  
Phone: (614) 889-2824  
e-mail: [info@shawneehillsoh.org](mailto:info@shawneehillsoh.org)  
Website: [www.shawneehillsoh.org](http://www.shawneehillsoh.org)

## **Drainage Assistance Request Form**

*To Request Drainage Assistance, Please Complete and Submit This Form.*

Your Name: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Location of Problem (Street Address): \_\_\_\_\_

Describe Drainage Problem:

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Date Drainage Issue Occurred: \_\_\_\_\_

Other Useful Information:

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\*\*\*Please e-mail any photos or additional information to [info@shawneehillsoh.org](mailto:info@shawneehillsoh.org) \*\*\*

*If you prefer, you can print and forward the Drainage Assistance Request Form along with any additional material to the Municipal Building at 9484 Dublin Road.*



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## **Drainage Assistance Response Form**

\_\_\_\_\_ Year \_\_\_\_\_ - \_\_\_\_\_ Investigation # \_\_\_\_\_

Date Inspected: \_\_\_ / \_\_\_ / \_\_\_ Inspected By: \_\_\_\_\_ Conditions: \_\_\_\_\_

*(Insert Location Map)*

*(Insert Site Visit Photo)*



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*(Insert Site Visit Photo)*

Site Condition Assessment: \_\_\_\_\_

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Recommended Corrective Measures: \_\_\_\_\_

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Party Responsible for Corrective Measures: \_\_\_\_\_

Response Sent to Resident:

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

By: \_\_\_\_\_

Via: \_\_\_\_\_