

**CITY OF MENTOR – DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT
PRE-REVIEW APPLICATION INFORMATION**

PROJECT INFORMATION (Please Print)

Project Address: _____ Zoning: _____

Parcel Number(s): _____

Complete Below as Applicable (Please Print)

Proposed Use: _____

Building Area: _____ Lot Acreage: _____

Number of Sublots: _____ Acreage in Sublots: _____

Acreage in Open Space or Village Green: _____ Proposed Zoning Classification: _____

Name and Address of Applicant: (Print Full Address)

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

APPLICANTS SIGNATURE: _____ **DATE:** _____

Name and Address of Property Owner: (Authorization required if different than applicant)

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Staff Use Only:

Received By: _____

(REVISION. 02/2008 ALL OTHER VERSION ARE OBSOLETE)

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THE FOLLOWING ITEMS LISTED BELOW SHALL BE ADDRESSED AS PART OF THE APPLICATION:

- | | |
|--|---|
| _____ Name of Development | _____ Location & Size of All Existing Utilities |
| _____ Name & Address of Developer
(And Owner if Different) | _____ Preliminary Provisions for Storm Water Management |
| _____ North Arrow | _____ Proposed Parking Lot Layout (include setback,
entrances/exit drives & existing drives on the same
& opposite side of the street within 50' of the site) |
| _____ Scale 1" = 50' or Greater | _____ Parking Analysis (number of parking spaces
required & provided) |
| _____ Date | _____ Preliminary Building Elevations |
| _____ Location & Acreage of Land Use | _____ Status of Existing Buildings on Site |
| _____ Topographic Information at 2 Ft.)
Intervals (Existing & Proposed | _____ Location of Existing Trees to Remain |
| _____ Location, Name & Dimensions
of Proposed Buildings with Setbacks | _____ Preliminary Landscape & Buffer Plan |
| _____ Location, Name & Dimensions of
Existing Streets, Easements &
Drainage Ways | |

NOTES:

Four (4) copies of the plans are required. No sheet shall exceed 42" in size. Questions can be directed to the Department of Economic & Community Development at (440) 974-5740 or (440) 942-8796 between 8 a.m. & 5 p.m.