



# City of Mentor

## Application for Right of Way Construction Permit

### PROJECT INFORMATION (Please Print or Type)

Project Address: \_\_\_\_\_

### Owner Information: (Please Print or Type)

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Mentor Registration # \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_ Email: \_\_\_\_\_

### Contractor Information: (Please Print or Type)

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Mentor Registration # \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

THERE IS A **\$60.00** DEPOSIT REQUIRED FOR EACH PERMIT ISSUED NOT RELATED TO A BUILDING PERMIT:

- STORM SEWER - \$50.00** (Includes up to 100 lineal feet of storm drainage improvement. Add \$20.00 for each additional 100 lineal feet of storm drainage improvement or fraction thereof.) **TOTAL LENGTH:** \_\_\_\_\_
- PAVEMENT OPEN CUT - \$200.00** (Mentor City Council approval required, right of way permit and Council approval to be coordinated through City Engineering & Building Department **prior** to permit approval)
- SANITARY SEWER - \$50.00**       **WATERLINE - \$50.00**       **CABLE/TELECOMMUNICATIONS-\$50.00**
- TELEPHONE LINE - \$50.00**       **SIDEWALK AND/OR**       **GAS LINE - \$50.00**
- ELECTRIC LINE - \$50.00**       **DRIVE APRON - \$50.00**       **LAWN SPRINKLER - \$50.00**

Valuation of Work \$ \_\_\_\_\_

A site plan is required. Any application submitted without the required information and fees will be returned. All work with this permit requires inspection by the Engineering & Building Department. A strict 24-hour inspection notice is required. All Contractors performing Right-of-Way work must be registered with the City at the time work is performed. A **\$20** re-inspection fee will be deducted from the Construction Deposit for any nonconforming work.

Application is hereby submitted to perform the work described in this application and the accompanying construction documents which when endorsed as approved by the authority having jurisdiction shall define the permitted work. It is hereby specifically agreed that the signatories and their assigns shall comply with all Codes and Ordinances of the City of Mentor, State of Ohio, and all the conditions contained in the file record of said plan approval, and the applicant further agrees to cause all required inspections to be scheduled and obtain the necessary approval for the required inspections associated with each permit. This application submittal is a public record pursuant to the provisions of the Ohio State Open Records Act and a legal document. You are asked to furnish the information on this form to the best of your knowledge and ability. Any information that is yet to be determined must be so noted and provided later to complete the process. Purposely filing false or misleading information is a violation of City and State Ordinances and may be cause to void any permit. If the requested information is not supplied, be aware that the application may take longer to process. Additional information in the form of Plans or other Construction Documents, or associated sub permit applications or information sheets will be required to review and approve your application. By signing, the applicant affirms they are the owner or authorized to act as the owner's agent.

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **PRINT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**The following must be notified at least 48 hours before Construction starts for field location identification:**  
Ohio Utilities Protection Service 800-362-2764 / Aqua Ohio 877-987-2782 / Time Warner Cable 440-974-3401

**OFFICE USE ONLY:**

Department Approval \_\_\_\_\_ Date: \_\_\_\_\_

PLAN ON FILE:  Yes       No      PLAN WITH APPLICATION:  Yes       No

PERMIT FEE: \$ \_\_\_\_\_ DEPOSIT: \$ \_\_\_\_\_ AMT. DUE: \$ \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_ Ward: \_\_\_\_\_ Census Tract: \_\_\_\_\_

**(REVISION 03/2017 ALL OTHER VERSIONS ARE OBSOLETE)**