

CITY OF MENTOR

APPLICATION FOR RESIDENTIAL ACCESSORY BUILDINGS

INSTRUCTIONS: Submit one (1) application and two (2) sets of drawings and any supplemental information that may be required to assure compliance with the accessory building regulations contained in City of Mentor Code of Ordinances, Chapter 1165.01.

Submitted drawings must include:

- Drawings of the accessory building, including information relating to roofing, siding finish materials and building height.
- Information relating to the flooring and foundation.
- A site plan shall also be submitted which indicates:
 - ❖ Location of all proposed accessory buildings and dimensions to adjacent property lines.
 - ❖ Dimensions of the accessory building.

The property owner may prepare the site plan or the sample site plan (see reverse side) may be used when all buildings are shown and the location of the accessory building references the dimensions to property lines and other buildings.

NOTE: *Maximum height is 15 feet; Maximum size of a shed is 250 square feet; Maximum size of a garage/carport is 576 square feet*

PROJECT INFORMATION (Please Print)

Project Address: _____ Zoning: _____

Parcel Number(s): _____

Ward: _____ Census Tract: _____

Square Footage: _____ Width: _____ Length: _____ Height: _____ maximum height is 15')

Siding Material: _____ Roofing Material: _____

Finish materials must be code compliant materials. Electric service requires a separate permit.

Name and Address of Property Owner: (Please Print)

Property Owner Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Name and Address of Applicant or Contractor: (Please Print)

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

FEES:

Accessory Buildings: 200 sq ft or less: \$30.00 (Zoning Permit)

**Accessory Buildings: Larger than 200 square feet: \$60 + \$10 per 100 square feet, State Assessment Fee 1%
Deposit: \$50 (0 -500 sq.ft.) / \$100 (501 – 1000 sq.ft.) / \$200 (Larger than 1000 sq. ft.)**

(REVISION 06/2013 ALL OTHER VERSIONS ARE OBSOLETE)

Mentor Municipal Center, 8500 Civic Center Boulevard, Mentor, Ohio 44060-2499 www.cityofmentor.com
 Economic & Community Development Department: Planning Division Phone 440-974-5740 Fax 440-205-3605 Email commdev@cityofmentor.com
 Engineering/Building Department Phone 440-974-5785 Fax 440-974-5708 Email building@cityofmentor.com

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CITY OF MENTOR

APPLICATION FOR RESIDENTIAL ACCESSORY BUILDINGS

The undersigned hereby makes application to construct an accessory building as specified herein and as shown on the drawings, and does agree to comply with the provisions of the Building and Zoning Codes of the City of Mentor, whether the same is specified herein or not.

Applicant's Signature: _____ Date: _____

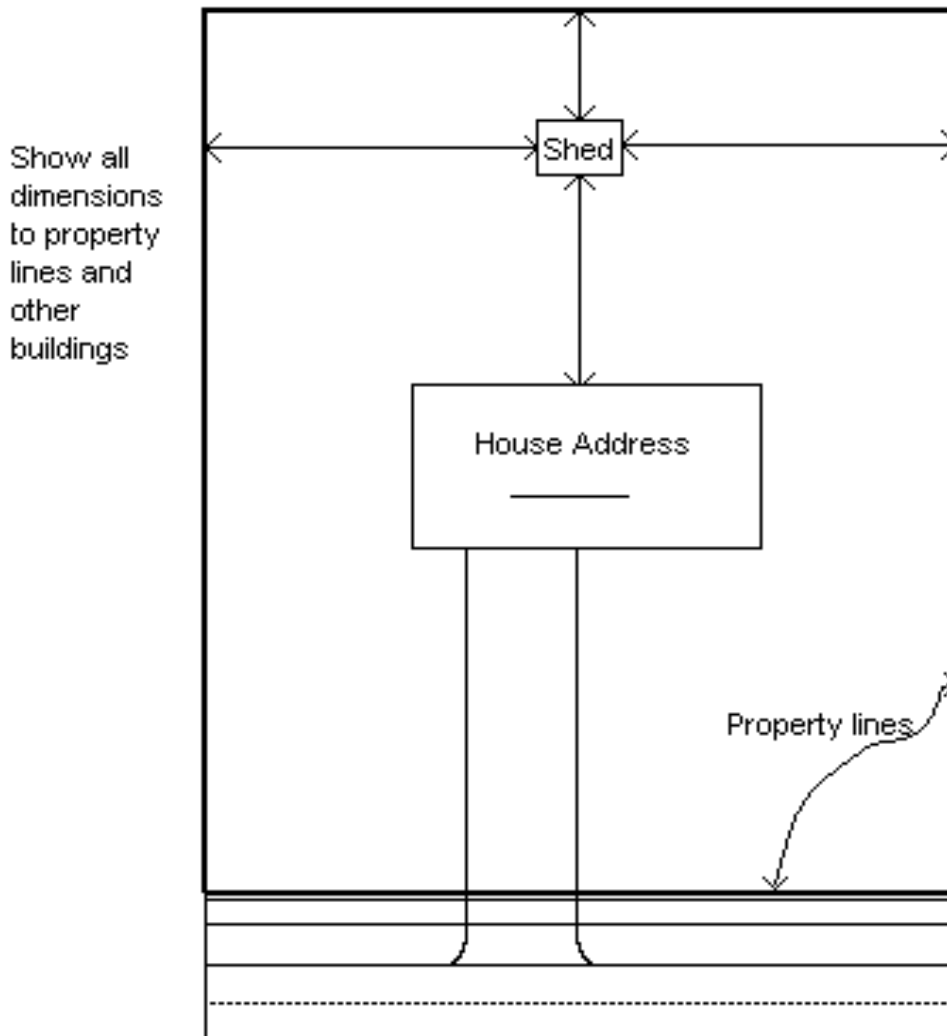
Applicant's Printed Name _____

Planning Division Approval _____ Date: _____

Building Department Approval _____ Date: _____

Use This Sample Site Plan

Accessory Building Zoning Permit



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