

CITY OF MENTOR

APPLICATION FOR RESIDENTIAL ACCESSORY BUILDINGS

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: _____
 Valuation of Improvement: \$ _____ Property Card from Lake County Auditor's Office Attached
 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: _____ Cell / Fax Number: _____
 Email Address: _____

Name and Address of Applicant or Contractor (if different from property owner): (Please Print)

Company Name: _____
 Contact Person: _____
 Street Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____ Cell / Fax Number: _____
 Email Address: _____

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: _____

FEES:

- Accessory Buildings: 200 sq ft or less: \$50.00 fee + \$50 Deposit
- 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 01/2022 ALL OTHER VERSIONS ARE OBSOLETE)

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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.

1165.01 ACCESSORY BUILDINGS.

- (a) Setbacks for accessory buildings:
 - (1) Accessory buildings or structures of 125 square feet and less in area shall be set back a minimum of five (5) feet from any side or rear property line.
 - (2) Accessory buildings or structures in excess of 125 square feet shall be set back a minimum of ten (10) feet from any side or rear property line.
 - (3) Accessory buildings or structures in excess of 576 square feet shall be set back twenty (20) feet from the rear property line and the side set back shall meet the minimum side set back requirements established for main building structure as outlined in Chapter 1155.01 Schedule of District Regulations.
 - (4) On lots of 60 feet or less in width and/or lots with less than 115 feet in depth, side and rear setback of five (5) feet shall be permitted for all accessory buildings or structures.
- (b) Single Family Residential, RVG Village Green and C-1, Conservation Districts only:
 - (1) The maximum building height for accessory buildings or structures in residential districts and RVG districts shall be fifteen (15) feet measured from the finished grade to the roof line.
 - (2) The maximum floor area for storage buildings including sheds, gazebos and pavilions shall not exceed fifteen (15) percent of the floor area of the dwelling unit as recorded on the Property Record Card from the Lake County Auditor's office. All dwelling units shall be permitted a 200 square feet for a storage building. No more than two (2) storage buildings shall be permitted per lot or developmental unit consisting of multiple parcels.
 - (3) Detached garages and carports shall not exceed three (3) percent of the lot area or developmental unit consisting of multiple parcels. All lots or developmental units consisting of multiple parcels shall be permitted 576 square feet detached garage or carport. Only one (1) detached garage/carport structure shall be permitted per lot or developmental unit consisting of multiple parcels. A detached garage or carport must be accessible by a driveway constructed from asphalt, concrete or permeable type pavers approved by the City.
 - (4) Fifty (50) percent of the permitted floor area for a storage building may be allocated towards the construction of a larger detached garage and fifty (50) percent of the permitted floor area for a detached garage may be allocated towards the construction of a larger storage building.
 - (5) Where any part of the accessory structure is attached to the main building by way of breezeways or other similar connections, the accessory structure shall not be considered part of the main building for purposes of determining maximum height and/or area. (1969 Code 150.241)
 - (6) The floor area for accessory structures including detached garages, carports and storage buildings shall not exceed the floor area of the main structure or dwelling unit.
 - (7) Accessory structures erected for permitted institutional uses shall not exceed 576 square feet unless approved by the Planning Commission as part of a site development review.
 - (8) No accessory structure may be erected upon any parcel that does not have erected thereon a principal structure. Demolition of the principal structure shall require the demolition of the accessory structures unless the demolition is performed as part of an approved building permit for the reconstruction of the principal structure. Demolition permits issued for the principal structure shall include conditions requiring the removal of any accessory structures.

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