

CITY OF MENTOR

APPLICATION FOR RESIDENTIAL DRIVEWAY

Project Information (Please Print)

Project Address: _____ Zoning: _____

Parcel Number(s): _____

Ward: _____ Census Tract: _____

Valuation of Improvement: \$ _____

Driveway and/or Apron Information:

Stone or Gravel is no longer permitted per Ordinance 13-O-57 adopted on September 3, 2013

New Driveway Addition to Existing Driveway Remove & Replace Driveway New Apron

Paving Material: Concrete Asphalt Permeable Pavers (As approved by the City Engineer)

Paving Thickness: _____ Driveway _____ Apron Stone Base Thickness: _____ Driveway _____ Apron

Name and Address of Property Owner: (Print Full Address)

Property Owner Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

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

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

The undersigned hereby makes application to install/replace a Driveway as specified herein and as described above or shown on the attached drawing, and does agree to comply with the provisions of the City of Mentor Code of Ordinances, and Engineering Standards 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:

Driveway Zoning Permit (No Right-of-Way Work): \$30

Driveway Building Permit (Including Right-of-Way Work): \$140 (\$30 Driveway + \$50 Right-of-Way + \$60 Deposit)

(REVISION 01/2022 ALL OTHER VERSIONS ARE OBSOLETE)

Mentor Municipal Center, 8500 Civic Center Boulevard, Mentor, Ohio 44060-2499 www.cityofmentor.com
Department of Planning & Development Phone 440-974-5740 Fax 440-205-3605, Email planning@cityofmentor.com
Engineering and Building Department Phone 440-974-5785 Fax 440-974-5708 Email building@cityofmentor.com

CITY OF MENTOR

APPLICATION FOR RESIDENTIAL DRIVEWAY

INSTRUCTIONS: Submit an application, site plan drawings and any supplemental information that may be required to assure compliance with the driveway regulations contained in City of Mentor Code of Ordinances, Chapter 1173.08(b), and site development standards including Driveway and Driveway Apron Standards of the Mentor City Engineer. Apron and Sidewalk paving within the right-of-way requires a Right-Of-Way Paving Permit, in accordance with Chapter 925 of the Mentor Code of Ordinances, issued by the Engineering Department. Driveway and driveway apron construction shall conform to the attached standards detail.

Drawings must include a site plan prepared by the property owner, contractor or a registered surveyor, which indicates:

- Property lines and location of all buildings and/or structures.
- Dimensions of the driveway in relation to: property lines; the right-of-way of any street abutting the lot; and the width of the driveway at the right-of-way line. Maximum width at the right-of-way is 24' and Maximum Coverage is 40% (between home and street right-of-way).
- Direction of intended drainage on the pavement and the adjoining grade. Drainage should be graded to minimize standing water and shall not drain onto adjoining properties.

NOTE:

- Minimum 4" thick concrete for driveways, 6" thick concrete for aprons, both on a minimum 4" thick stone base.
- Asphalt overlays over existing concrete sidewalks or aprons are prohibited.

1173.07 ACCESS DRIVES AND PARKING AISLES.

(a) General: Adequate and safe access to parking areas shall be constructed as approved by the City. Curb cuts/access drives shall be onto improved public streets and shall be located on the same lot with the building or use they are intended to serve. Access drives shall not be extended beyond the property line, except an easement for a shared access drive may be granted with an adjoining lot fronting on the public street. Curb cuts/access drives shall be permitted only as approved by the City. Individual properties shall be limited to one curb cut/access drive to an improved public street. Additional curb cut(s)/access drive(s) may be approved as part of a development plan.

(b) Residential: Access drives shall be located such that they are a maximum distance possible from street intersections. Residential drive apron access shall be onto improved public streets and limited to a maximum width of twenty-four (24)-feet as measured at the public right-of-way. Driveway apron turnouts shall be three (3) feet wide (minimum) or as approved by the City and shall not encroach on an extension of the property line at the curb unless approved as part of a development plan. All drive aprons shall be paved to conform to Section 1115.03(i). (1969 Code 150.244)

1173.08 PARKING SURFACES.

(b) Residential Zones: Driveways and parking surfaces for one and two family homes shall be improved with a 4 inch (minimum) depth of asphalt, concrete or permeable type pavers approved by the City. Existing gravel driveways and parking surfaces may be maintained but not expanded to occupy a greater area. Any improvement of a driveway and/or parking surface will require the paving of all existing gravel driveways and gravel parking surfaces to conform with asphalt, concrete or permeable pavers. The maximum coverage area of driveway surfaces in the front yard (area between the home and street right-of-way) shall be forty (40) percent. Asphalt and concrete driveways and parking surfaces shall have a 4 inch (minimum) aggregate base or an existing clean sand base approved by the City. Driveways and parking surfaces for multi-family developments shall be surfaced with a 4 inch (minimum) depth of asphalt or concrete with a 4 inch (minimum) aggregate base or an existing clean sand base as approved. Concrete driveways and parking surfaces shall be constructed of portland cement concrete in conformance with O.D.O.T. specifications, Section 499, Class C with 5% to 7% air entrainment. Driveways and parking surfaces shall be graded to drain and minimize standing water, provide positive drainage away from buildings, and to prevent runoff onto adjacent properties. (1969 Code 150.244)

(REVISION 06/2016 ALL OTHER VERSIONS ARE OBSOLETE)

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