

# APPLICATION FOR FENCE PERMIT

City of Mentor

Department of Economic & Community Development

8500 Civic Center Boulevard, Mentor, Ohio 44060

(440) 974-5740 or (440) 942-8796

[www.cityofmentor.com](http://www.cityofmentor.com)

**INSTRUCTIONS:** Submit one (1) application and two (2) sets of drawings and supplemental information that might be required to assure compliance with the City's fence regulations contained in Section 1165.02 of the Mentor Code of Ordinances.

Drawings must include a site plan which indicates:

- ▶ Property lines and dimensions
- ▶ Location of all buildings and/or structures
- ▶ Dimensions of the fence in relation to:  
buildings/structures; property lines; the right-of-way of any street abutting the lot;  
the distance from any fence or building and/or structure on the property abutting the lot.

The site plan may be prepared by a registered surveyor or the property owner. If the site plan is prepared by the property owner, the application must have the approval, in writing, by all contiguous property owners which will abut the fence. Use the signature form at the end of this application. The staff will assist you in identifying the front property line or other property dimensions.

## Complete all of the following items (Print):

### FENCE INFORMATION:

Address (where the fence will be constructed) \_\_\_\_\_

Zoning District \_\_\_\_\_ Cost of Fence (including erection) \$ \_\_\_\_\_

Type of fence \_\_\_\_\_ (chain link, split rail, picket, shadowbox, etc)

Height of fence above finish grade (top of highest rail, if split rail) \_\_\_\_\_ ft.

Will the fence abut land owned by the City of Mentor, a homeowner's association, or a condominium association?

(Circle One) YES NO If yes, name \_\_\_\_\_

Will the fence be located on or within an easement dedicated for public use, drainage or for use by a public utility? (Circle One) YES NO

### PROPERTY OWNER:

Name \_\_\_\_\_ Phone \_\_\_\_\_

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

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

### FENCE CONTRACTOR:

Name \_\_\_\_\_ Phone \_\_\_\_\_

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

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

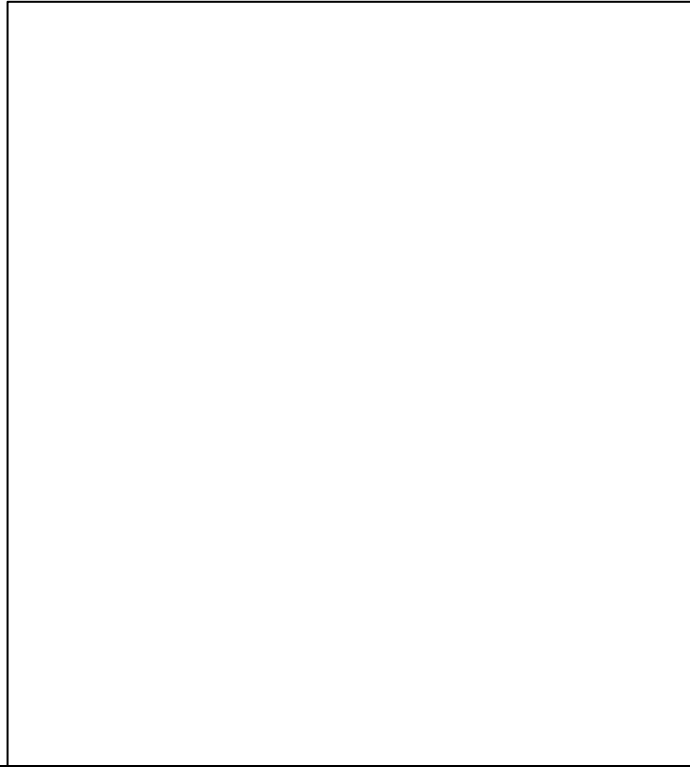
Fee: Cash or check payable to: City of Mentor.

The deposit will be returned upon inspection & final approval of the fence.

\$70 – Residential (\$20 permit fee + \$50 deposit)

\$101.20 – Commercial/Industrial (\$40 permit fee + 3% State Assessment Fee + \$60 deposit)

SITE PLAN



Right of Way/property line  
(not edge of pavement)

Center Line of Roadway

We, the contiguous owners of \_\_\_\_\_  
(Applicant's Name & Address – please print)  
have no objection to the City of Mentor granting a fence permit as shown on the application and the above drawing.

Approval \_\_\_\_\_  
 (Name) (Address)

\_\_\_\_\_

(Name) (Address)

\_\_\_\_\_

(Name) (Address)

\_\_\_\_\_

(Name) (Address)

The above signatures are required only when the applicant does not have a site plan drawn by a registered surveyor.

THE UNDERSIGNED HEREBY MAKES APPLICATION TO ERECT A FENCE AS SPECIFIED HEREIN AND AS SHOWN ON THE ABOVE OR ATTACHED 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 \_\_\_\_\_

PLANNING DIVISION APPROVAL: \_\_\_\_\_ DATE \_\_\_\_\_