APPLICATION RE-OCCUPY AN EXISTING BUILDING OR TENANT SPACE

CITY OF MENTOR ENGINEERING & BUILDING AND ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENTS 8500 CIVIC CENTER BOULEVARD, MENTOR, OHIO 44060 440-255-1100

This application is to establish the proposed use for compliance with the ZONING CODE (Title 11) and the BUILDING CODE (Title 13). If the Zoning Administrator determines that the use conforms to the Mentor Zoning Ordinances, and the Chief Building Official determines that the use had previously existed and is not a danger to the public safety and welfare, an occupancy certificate may be issued in accordance with the Mentor Code of Ordinances and the Ohio Building Code. Buildings to be altered in whole or in part require a building permit and this application is not appropriate. Buildings changed in whole or in part from one use to another will require a building review and/or permit and must conform to the requirements for the new use, and this application is not appropriate.

LOCATION OF RE-OCCUPANCY		
Parcel Number(s):		
Ward: C	ensus Tract:	
Name and Address of Business: (Please Print)		
Company Name:		
Contact Person:	Title:	
Street Address:		
City:	State: Zip Code:	
Phone Number:	Fax Number:	
Email Address:		
Name and Address of Pro Property Owner's Name: Street Address:		
	State: Zip Code:	
	Fax Number:	
Email Address:		
Building Type: Brick, Steel, Wood, Concrete: Cr Previous Use:	eck All Applicable Multi-Tenant Bldg.: Yes No	
Lot Size:Building Size:	Size of Tenant Space:	
Number of Employees: Intended No. (of Occupants: (Employees & Customers):	
Present Paved Parking: (No. of Spaces):	Unpaved Parking Area:	

I do hereby certify that I have read and understand the purpose of the application to re-occupy and that the above is accurate information and that the referenced premises will be used only for the stated purpose, and hereby agree to maintain the above premises in compliance with the Ordinances of the CITY OF MENTOR. The receipt for this application is not a Certificate of Re-Occupancy. A Certificate of Occupancy may be granted upon inspection approvals.

APPLICANT'S NAME (PRINT)	SIGNATURE	DATE
OFFICE USE ONLY		
Fee is \$75.00 to be paid upon submittal of application.	Make check payable to: CITY OF MENTOR	
FEE RECEIPT NO.:	CONST. TYPE: OCC. LOAD:	
ZONING USE:	ZONING USE REVIEW:	
BLDG. USE:	BLDG. USE REVIEW:	
(REVISION 12/2013 ALL OTHER VERSION ARE OBSOLETE)		

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302.1 General: All buildings and structures shall be classified with respect to use in one of the use groups listed below.

 Use Group A 	Assembly (see Section 303.0)
2. Use Group B	Business (see Section 304.0)
Use Group E	Educational (see Section 305.0)
Use Group F	Factory & Industrial (see Section 306.0)
Use Group H	High hazard (see Section 307.0)
Use Group I	Institutional (see Section 308.0)
Use Group M	Mercantile (see Section 309.0)
8. Use Group R	Residential (see Section 310.0)
Use Group S	Storage (see Section 311.0)
10. Use Group U	Utility & miscellaneous (see Section 312.0)

303.1 Use Group A-1, Theaters: This use group shall include all theaters, or similar uses usually with fixed seating, for viewing the performing arts.

Use Group A-2, structures: This use group shall include all buildings and places of public assembly, designed for use as dance halls, night clubs, restaurants, and banquet halls

Use Group A-3 structures: including art galleries, exhibition halls, museums, lecture halls, libraries, courtrooms, churches and other similar religious uses, and recreation centers; and buildings designed for other similar assembly purposes including passenger terminals.

Use Group A-4 structures: This use group shall include all indoor sport facilities with spectator seating, including arenas, skating rinks, swimming pools, tennis courts and similar purposes.

Use Group A-5 structures: This use group shall include all facilities for viewing outdoor sport facilities including amusement park structures and bleachers.

304.1 LISE CROUR RUSINESS LISES

Airport traffic control towers Fire stations Animal hospitals, kennels, pounds Florists & nurseries Automobile and other motor vehicle Laboratories, testing & Showroom research Banks Laundries, pickup & Barber Shops delivery stations & Beauty Shops self-service Car wash Police stations Clinic, outpatient Print Shops Dry cleaning, pick-up & delivery Professional services; Stations & self-service attorney, dentist, Electronic data processing Physician, engineer, Education above the 12 th grade Telephone exchanges	USE GROUP B BUSINESS USES		
Automobile and other motor vehicleLaboratories, testing &ShowroomresearchBanksLaundries, pickup &Barber Shopsdelivery stations &Barber Shopsself-serviceCar washPolice stationsCivic administrationPost officesClinic, outpatientPrint ShopsDry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Airport traffic control towers	Fire stations	
ShowroomresearchBanksLaundries, pickup &Barber Shopsdelivery stations &Beauty Shopsself-serviceCar washPolice stationsCivic administrationPost officesClinic, outpatientPrint ShopsDry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Animal hospitals, kennels, pounds	Florists & nurseries	
BanksLaundries, pickup &Barber Shopsdelivery stations &Beauty Shopsself-serviceCar washPolice stationsCivic administrationPost officesClinic, outpatientPrint ShopsDry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Automobile and other motor vehic	le Laboratories, testing &	
Barber Shops delivery stations & Barber Shops delivery stations & Beauty Shops self-service Car wash Police stations Civic administration Post offices Clinic, outpatient Print Shops Dry cleaning, pick-up & delivery Professional services; Stations & self-service attorney, dentist, Electronic data processing Physician, engineer,	Showroom	research	
Beauty Shops self-service Car wash Police stations Civic administration Post offices Clinic, outpatient Print Shops Dry cleaning, pick-up & delivery Professional services; Stations & self-service attorney, dentist, Electronic data processing Physician, engineer,	Banks	Laundries, pickup &	
Car washPolice stationsCivic administrationPost officesClinic, outpatientPrint ShopsDry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Barber Shops	delivery stations &	
Civic administration Post offices Clinic, outpatient Print Shops Dry cleaning, pick-up & delivery Professional services; Stations & self-service attorney, dentist, Electronic data processing Physician, engineer,	Beauty Shops	self-service	
Clinic, outpatientPrint ShopsDry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Car wash	Police stations	
Dry cleaning, pick-up & deliveryProfessional services;Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Civic administration	Post offices	
Stations & self-serviceattorney, dentist,Electronic data processingPhysician, engineer,	Clinic, outpatient	Print Shops	
Electronic data processing Physician, engineer,	Dry cleaning, pick-up & delivery	Professional services;	
	Stations & self-service	attorney, dentist,	
Education above the 12 th grade Telephone exchanges		Physician, engineer,	
Education above the 12 grade Telephone exchanges	Education above the 12 th grade	Telephone exchanges	

305.1 Use Group E: All buildings and structures, or parts thereof, other than those used for business training or vocational training, shall be classified in use Group E which are used by more than five persons at one time for educational purposes.

305.2 Day-care facilities: A child day-care center for a facility not the permanent residence of the administrator or provider, for six or more children with no more than five children, two and one-half years of age or less, may be classified as Use Group E, where five or more are less than two and one-half years of age shall be use group I-2.

306.1 Use Group F-1: Factory and industrial uses which are not otherwise classified as low hazard Use Group F-2, shall be classified as moderated hazard factory and industrial, Use Group F-1.

307.1 Use Group H: All buildings and structures, or parts thereof, shall be classified in Use Group H which are used for the manufacturing, processing, generation or storage of corrosive, highly toxic, highly combustible, flammable or explosive materials that constitute a high fire or explosion hazard, including hose combustible fibers, dust and unstable materials.

308.1 Use Group I: All buildings and structures, or parts thereof, shall be classified in use Group I in which people suffering from physical limitations because of health or age are harbored for medical or other care or treatment, in which people are detained for penal or correction purposes, or in which the liberty of the inmates is restricted.

309.1 Use Group M: All buildings and structures or parts thereof, shall be classified in use Group M which are used for display and sales purpose involving stocks of goods, wares or merchandise incidental to such purposes and accessible to the public; including, among others, retail stores, motor fuel service stations, shops

and salesrooms anin control areas that do not exceed the limits in Table 414.2.4(1), otherwise the use shall comply with the requirements for Use Group H.

310.1 General: All buildings and structures, or parts thereof, shall be classified In Use Group R in which families or households live, or in which sleeping accommodations are provided for individuals with or without dining facilities, excluding those that are classified as institutional buildings.

311.1 General: All buildings and structures, or parts thereof, shall be classified in Use Group S which are used primarily for the storage of goods, wares or merchandise, except those of Use Group H that involve highly combustible or explosive products or materials; including, among others, warehouses, storehouse and freight depots.

211.2

311.2		
USE GROUP S-1 STORAGE USES, MODERATE HAZARD		
Bags, cloth, burlap & paper	Livestock shelters	
Bamboo & rattan	Lumber yards	
Baskets	Motor vehicle repair shops	
Belting, canvas & leather	Petroleum warehouse for	
Books & paper in rolls or packs	storage of lubricating oils	
Boots & shoes	with a flash point of 200	
Buttons, including cloth covered,	degrees F (93.33 degrees C)	
pearl or bone	or higher	
Cardboard & cardboard boxes	Photo engraving	
Clothing, woolen wearing apparel	Public garage (Group I) & stables	
Cordage	Silk	
Furniture	Soap	
Furs	Sugar	
Glue, mucilage, paste & size	Tobacco, cigars, cigarettes &	
Horn & combs, other than	snuff	
Celluloid	Upholstering & mattress	
Leather, enameling or	manufacturing	
japanning	Wax candles	
Linoleum		
311.3		

USE GROUP S-2 STORAGE USES, LOW HAZARD

Asbestos	Gypsum board	
Beer or wine up to 12%	Inert pigments	
alcohol in metal, glass or	Ivory	
ceramic containers	Meats	
Cement in bags	Metal cabinets	
Chalk & crayons	Metal desks with plastic tops &	
Dairy products in non-waxed	trim	
coated paper containers	Metal parts	
Dry cell batteries	Metals	
Electrical coils	Mirrors	
Electric Motors	New empty cans	
Food products	Oil filled & other types of	
Foods in noncombustible	distribution transformers	
containers	Open parking structures	
Fresh fruits & vegetables in	Porcelain & pottery	
Non-plastic trays or containers	Public garages (Group 2)	
Frozen Foods	Stoves	
Glass	Talc & sandstone	
Glass bottles, empty or filled with noncombustible liquids	Washers & dryers	

312 Utility Uses- Retaining Walls, Towers, Tanks And Miscellaneous

Date	D
	By

REVISED Nov. 2009

(REVISION 12/2013 ALL OTHER VERSION ARE OBSOLETE)

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