



City of Mentor on the Lake Fees/Deposit Costs

Ordinance 1242.10

<u>LARGE PROJECTS</u>	Residential	\$625.00
	Commercial	\$1,225.00
Large Project Items: Addition, Change of Grade, Garage, New House/New Building		
Required items to submit: Zoning Permit Application - Certified Site Plans (x 2) - Residential or Commercial Costs		
** "Large Project Process" page gives more information on the requirements. **		

Addition		<i>See Large Projects</i>
Alteration	Less than 600 sq. ft.	\$50.00
	600 sq. ft. or Greater	\$100.00
Business License		\$10.00
Change of Grade		<i>See Large Projects</i>
Contractor Registration		\$50.00
Decks/Slab Patios		\$50.00
Demolition		\$75.00
	+ Road Bond Deposit	\$100.00
Driveway - Inspection Required. Must be at least 3 ft. from property line.		\$50.00
Engineer Deposit	Residential	\$500.00
	Commercial	\$1,000.00
Excavation/Waterproofing		\$100.00
Fence - Property line pins must be visible or a survey must be done before permit approval.		\$40.00
Fireplace/Pellet Stove/Wood Burner		\$20.00
Garage (Attached/Detached)		<i>See Large Projects</i>
Lot Split Proposal		\$50.00
<u>MEETING FEES</u>		
Appeal to Board of Zoning Appeals		\$200.00
Conditional Use Permit		\$225.00
Planning & Zoning Commission Filing		\$200.00



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Moving of Building		
On a Carryall on any Public Street or Portion Thereof		\$150.00
On Roller on any Public Street		\$500.00
Without Traversing any Public Street or Portion Thereof		\$50.00
New House/New Building		<i>See Large Projects</i>
Pool - Must be fenced in.	Above Ground	\$35.00
	In Ground/Permanent Residential	\$50.00
Re-Zoning of a Parcel		\$200.00
Sewer/Water Tap	Each	\$15.00
Shed/Utility Building		\$40.00
Signs	Permanent & Temporary	\$55.00
	Sandwich Board	\$25.00
Street Opening		\$100.00



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ZONING PERMIT PROCESS FOR LARGE PROJECTS

Step 1

SUBMIT THE FOLLOWING:

- Zoning Permit Application, filled out in its entirety
- Certified Site Plans & Building Plans (2 copies of each)
- Check/Cash for the following fees/deposit:

Residential Project = \$625.00	Commercial Project = \$1,225.00
\$25.00 Review Fee	\$25.00 Review Fee
\$100.00 Grade Plan Fee	\$200.00 Grade Plan Fee
\$500.00 Engineer Deposit	\$1,000.00 Engineer Deposit

***** Please allow up to 3 weeks for the return of your site plans *****
Your plans are being reviewed by the City Engineer

Step 2

- You will receive a call that your site plans are approved and your zoning permit is prepared
- You may now pick up your approved site plans and zoning permit. You will need to bring check/cash for the following fee/deposit:
 - Zoning Permit Fee
 - Addition - \$50.00 (Less than 600 sq. ft.)
\$100.00 (600 sq. ft. or Greater)
 - Change of Grade – No additional fees are needed unless the actual Engineer cost exceeds the original deposit amount.
 - Garage – \$50.00
 - New House/New Building - \$100.00 (Residential)
\$0.05 per front foot (Commercial) Minimum Amount of \$100.00
 - Road Bond Deposit
 - Addition - \$5.00 per front foot
 - Garage - \$5.00 per front foot
 - New House/New Building - \$12.50 per front foot (Residential & Commercial)
- Bring your approved site plans and building plans to the Lake County Building Department



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Step 3

YOUR PROJECT IS COMPLETE:

- Submit the as-built for final zoning approval
- The City Engineer and Zoning Inspector will review the as-built plans to verify the completed project

Step 4

- You will receive a call that your as-built plans are approved and available for pickup
- Take the approved as-built to Lake County Building Department for final inspection

Step 5

- Once Lake County Building Department submits it's approved final inspection, your Road Bond and remaining Engineer Deposit will be released
- A permanent Occupancy Certificate will be issued.