



City of Mentor on the Lake Fees/Deposit Costs

Ordinance 1242.10

LARGE PROJECTS

Large Project Items: Addition, Change of Grade, Garage, New House/New Building

Please refer to the 'Large Project Process' Section before submitting your Zoning Permit Application

Required items to submit: Zoning Permit Application - Certified Site Plans with Grade (x 2) – Building Plans (x2) - Residential or Commercial Costs

Addition	<i>See Large Projects Section</i>
Alteration / Roofing (50% or more for replacing decking)	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 Section</i>
Contractor Registration	\$50.00
Decks/Slab Patios (wood decks have to get a permit with Lake county)	\$50.00
Demolition - Zoning Permit Fee \$75.00/Road Bond Deposit \$100.00	\$175.00
Driveway (Concrete) - Inspection Required. Must be at least 3 ft. from property line	\$50.00
Electrical - A permit from Lake County will also be required	N/C
Engineer Deposit	Residential \$500.00
	Commercial \$1,000.00
Excavation/Waterproofing	\$100.00
Fence - <u>Property line pins must be visible</u> before permit approval.	\$40.00
Fireplace/Pellet Stove/Wood Burner	\$20.00
Garage (Attached/Detached)	<i>See Large Projects Section</i>
Gas - A permit from Lake County will also be required	N/C
HVAC - A permit from Lake County will also be required	N/C



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Lot Split Proposal	\$50.00
MEETING FEES	
Appeal to Board of Zoning Appeals	\$200.00
Conditional Use Permit	\$225.00
Planning & Zoning Commission Filing	\$200.00
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 Section</i>
Plumbing - A permit from Lake County will also be required	N/C
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/Gazebo	\$40.00
Signs	
Permanent & Temporary	\$55.00
Sandwich Board	\$25.00
Solar Panels	\$100.00
Street Opening	\$100.00



ZONING PERMIT PROCESS FOR LARGE PROJECTS

Step 1

SUBMIT THE FOLLOWING:

- Zoning Permit Application, filled out in its entirety Certified Site Plans with Grade & 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**



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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 Zoning Permit Fee and Road Bond 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

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



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Step 5

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