



Certificate of Compliance – Zoning Permit

Date:

Applicant:	
Project Address:	
Reviewed:	Application Completeness: ___ Zoning Compliance: ___ Engineering: ___

I hereby request the following consideration (check all that apply):

- Certificate of Occupancy Application (*Business Occupancy Only*)
 - Existing Building with no change of use alterations
 - Existing Building with change of use alterations
 - Existing Building with alterations or addition
- Occupancy or Use of Vacant Land: new use change of use grading or excavation subdivision site plan
- New Construction: Main use - Residential Commercial Industrial
 - Accessory Structure: Deck Garage/Shed or Swimming Pool or Hot Tub
 - Additions: Housing Unit or Commercial or Industrial
- Driveway Parking Lot Patio Retaining walls Sidewalk
- Fence Permit Sign Permit: Replacement or New Construction
- Utility Structure: Small or Large Oil, Gas, or Brine Wells
- Repairs or Maintenance items: EFIS Porch Repair Roofing Siding Waterproofing Window Replacement
- Demolition:** Residential Commercial or Industrial
- Other: Board of Zoning Appeals Conditional Use Permit Temporary Structure/Use Preliminary-Final Plat Rezoning

Describe the purpose of the application: see list above – be specific

PROPERTY INFORMATION:

Property Information: (check one)	<input type="checkbox"/> Residential Use <input type="checkbox"/> Commercial Use <input type="checkbox"/> Industrial Use <input type="checkbox"/> Mixed Use		
Detail concerning property:			
Does the lot have existing structures? Yes <input type="checkbox"/> No <input type="checkbox"/>		Describe existing structures on lot	
If yes, how many presently:			
Parcel #:	Zoning District:		
Current or Previous Use:			
Flood Hazard Designated Area: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, additional regulations may apply.			
City Engineer shall record the flood level elevation:			
Riparian Setback Area: <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete form associated with riparian setbacks.			
Check if you will be connecting into the following utilities: <input type="checkbox"/> Electric <input type="checkbox"/> Storm Sewer <input type="checkbox"/> Water Line <input type="checkbox"/> Sanitary Sewer			
Please select one if applicable: Design Review District: and/or Historic Preservation District: (Certificate of Appropriateness may be required)		Richmond Street	
		Bank Street	<input type="checkbox"/> Historic Downtown
		Railroad Street	<input type="checkbox"/> Mentor Avenue
<input type="checkbox"/> Applicant / <input type="checkbox"/> Owner Information: signature of individual required			
Name:			
Address:	City:	State:	Zip:
Phone	Email:		
Signature:			Date:

<input type="checkbox"/> Applicant / <input type="checkbox"/> Owner Information: signature of individual required			
Name:			
Address:	City:	State:	Zip:
Phone	Email:		
Signature:			Date:

Requirements

- OUPS:** The Ohio Revised Code Section 3781.28 requires that The Ohio Utilities Protection Service (**1-800-362-2764** or **www.oups.org**) be notified at least two working days before demolition is to commence. OUPS will then contact all utility departments for utility disconnection. OUPS Ticket # _____
- EPA:** The Ohio Environmental Protection Agency requires notification of demolition and renovation. This notification is issued through the Lake County General Health District (440-350-2543). Provide copy of letter.
- Painesville Utilities:** Whenever the proposed demolition includes the removal, relocation or capping of utilities, a permit is required for such work and **48-hour notification** prior to work being done.
- Fuel Tank** _____ **Septic Tank** _____
- Lake County Historical Society notification made by: _____ (mandatory) 440-639-2945 or Fax: 440-639-2947
- All demolition **debris** must be removed from site. Location of removal site _____
- Post demolition inspection required. **All** debris shall be removed prior to inspection of the site.
- Fees: (subject to State of Ohio Surcharge)**
 - o **Residential:** \$100.00
 - o **Commercial and Industrial** building 25 ft. or more from any property line - \$100.00 plus \$50.00 per story over one story
 - o **Commercial and Industrial** Buildings less than 25 feet from any property line - \$200.00 plus \$50.00 per story over one story

Information:

- **Dust Control:** Please be advised that dust control measures must be taken to insure compliance with the regulations set forth by the Lake County General Health District (440-350-2543).
- All footers and below grade walls and floors are to be removed. Curbs at the street are to be restored. Tree lawns to be graded and seeded. **Post demolition inspections required.**
- Driveway aprons are to be restored if a structure will be built. A site plan/building plan must be submitted and approved by the Engineering/Planning Divisions prior to commencing building. If the lot is to be vacant, the driveway apron is to be removed.
- All **sewer** connections are to be capped at the direction of the City Engineer.
- Any **excavation and/or opening is to be filled** using granular materials conforming to ODOT Item 304 or 310 as approved by the City Engineer and compacted to 95% proctor. Slag is **PROHIBITED**.
- **Asbestos:** Verification of asbestos compliance of structures is the responsibility of the contractor, owner, and/or applicant. Verification # _____

Demolition Contractor:		
Address:		
Phone:	Cell Phone:	Registration #:
City:	State:	Zip Code:
Sewer Contractor:		
Address:		
Phone:	Cell Phone:	Registration #:
City:	State:	Zip Code:

A pre-demolition meeting with the Community Development and Engineering Departments must be conducted before a demolition permit can be issued. Please schedule this meeting with the permit clerk (440-392-5931). Please have this instruction sheet available at the pre-demolition meeting.

Date of Meeting: _____

City Engineer Signature: _____