Engineering Department
66 Mentor Avenue (Upstairs)
Painesville, OH 44077
440-392-5935
engineering@painesville.com

FOR OFFICE USE ONLY

Project Address: _____

Date Rec'd: _____ Date Entered: _____

Payment Amt: _____ ☐ Cash ☐ Check

Rec'd by: _____

ENGINEERING PERMIT

APPLICATION FOR RIGHT-OF-WAY FLATWORK

PERMIT #: _____

FEE - $45.00

Property/Project Information

☐ Residential ☐ Commercial ☐ Industrial ☐ Mixed ☐ Corner Lot

Property / Site Address: _____

Parcel #: _____ Zoning District: _____

☐ New ☐ Addition to Existing ☐ Remove & Replace → ☐ Sidewalk ☐ Apron

Paving Material: ☑ Concrete

Paving Thickness: _____ Apron _____ Sidewalk

Stone Base Thickness: _____ Apron _____ Sidewalk

SQ footage of project: _____ Site Improvement Costs: _____ Construction Costs: _____

Note: A site plan (drawing showing scope of work) must accompany this application.

Applicant Information

☐ Owner **(property owner information and signature required for processing of this application)**

Name: _____ Address (if different than site address): _____

City: _____ State: _____ Zip: _____ Phone number: _____

Email address: _____

☐ Applicant other than the owner **(property owner information and signature required for processing of this application)**

Name: _____ Company (if applicable): _____

Address: _____ Phone number: _____ Email address: _____

Are you a registered contractor in the City of Painesville? ☐ YES ☐ NO

Applicant Certification

I/we hereby agree to conform to the City of Painesville Ordinances and have read all accompanying documentation attached to this application. I also hereby certify that all statements made on this application are true and complete and that I have a legal right to make this application or to possess a written power of attorney on the above premises. I understand that issuance of this permit is for zoning only and shall not be construed as a building permit for projects.

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____
(required if person **other than the owner** is submitting this application)

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FLATWORK

By signing this application, I agree to comply with the City of Painesville Ordinances. Please note: Making application for this permit/ certificate entitles Painesville Inspectors complete access to the property to conduct all necessary inspections. A site plan shall be submitted and the review procedure shall ensure development complies with the standards of the Unified Development Code (UDC). Issuance of a Certificate of Compliance (Zoning Permit) shall not be construed as a building permit for projects.

INSTRUCTIONS: Submit an application, site plan drawings and any supplemental information that may be required to assure compliance with the various regulations contained in City of Painesville Code of Ordinances and site development standards including Driveway and Driveway Apron Standards of the Painesville City Engineer. Apron and sidewalk paving within the right-of-way requires a permit, in accordance with Painesville Code of Ordinances, issued by the Engineering Department. Driveway, driveway apron and sidewalk construction shall conform to all City of Painesville requirements/regulations. A copy of flatwork specifications can be obtained online or from the Engineering Office.

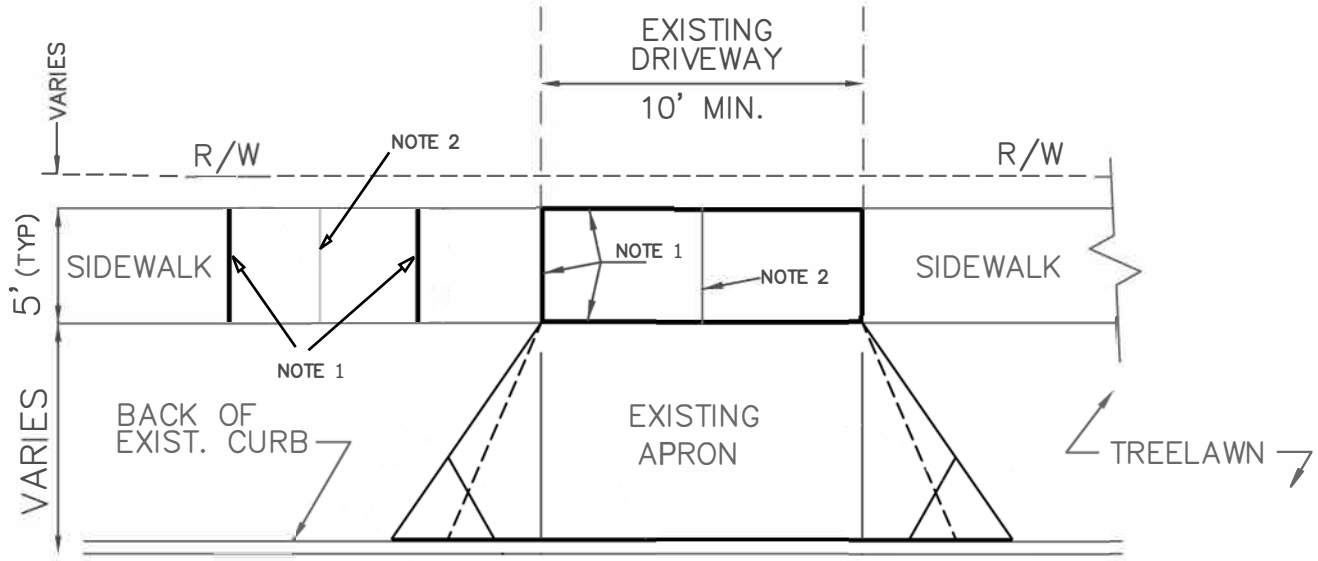
Drawings must include a site plan, which indicates the following:
Property lines and location of all buildings and/or structures
Dimensions of the driveway in relation to: property lines; the right-of-way of any street abutting the lot; and the width of the driveway at the right of way line. Maximum width at the right-of-way is 20 feet.
Direction of intended drainage on the pavement and the adjoining grade. Drainage should be graded to minimize standing water and shall not drain onto adjoining properties.

***** NOTE: PLEASE REFER TO THE FLATWORK SPECS SHEET OR CONTACT ENGINEERING AT 440-392-5935 FOR ADDITIONAL INFORMATION REGARDING DEPTHS/DETAILS *****

Any application for development review under this Code shall be accompanied by such fee as shall be specified in Section 1105.05. No application shall be processed or determined to be complete until the established fee has been paid.

IMPORTANT: REQUIRED – APPLICANT to CALL FOR PRE-POUR INSPECTION and FINAL INSPECTION (440) 392-5935

CITY OF PAINESVILLE



CONCRETE SIDEWALK PLAN DETAIL

1) 1/2" ODOT 705.03 EXPANSION MATERIAL.

2) CONTROL JOINTS SHALL BE INSTALLED TO A DEPTH AS CALCULATED BY THE FORMULA "T/4" WHERE "T" REPRESENTS ANY SLAB THICKNESS IN INCHES:

   4"/4=1" DEEP JOINT 6"/4 = 1-1/2" DEEP JOINT 8"/4 = 2" DEEP JOINT

3) ALL CONCRETE SIDEWALKS SHALL BE ODOT CLASS C (4000 PSI) MINIMUM AND SHALL BE A MINIMUM FOUR (4) INCHES THICK, SIX (6) INCHES THICK WHERE THE SIDEWALK PORTIONS ARE THROUGH RESIDENTIAL DRIVEWAYS, OR EIGHT (8) INCHES THICK WHERE THE SIDEWALK PORTIONS ARE THROUGH COMMERCIAL/INDUSTRIAL DRIVEWAYS.

4) WIRE MESH OR FIBER MESH SHALL BE USED FOR CONCRETE REINFORCEMENT IN SIDEWALK PORTIONS THAT ARE THROUGH DRIVEWAYS.

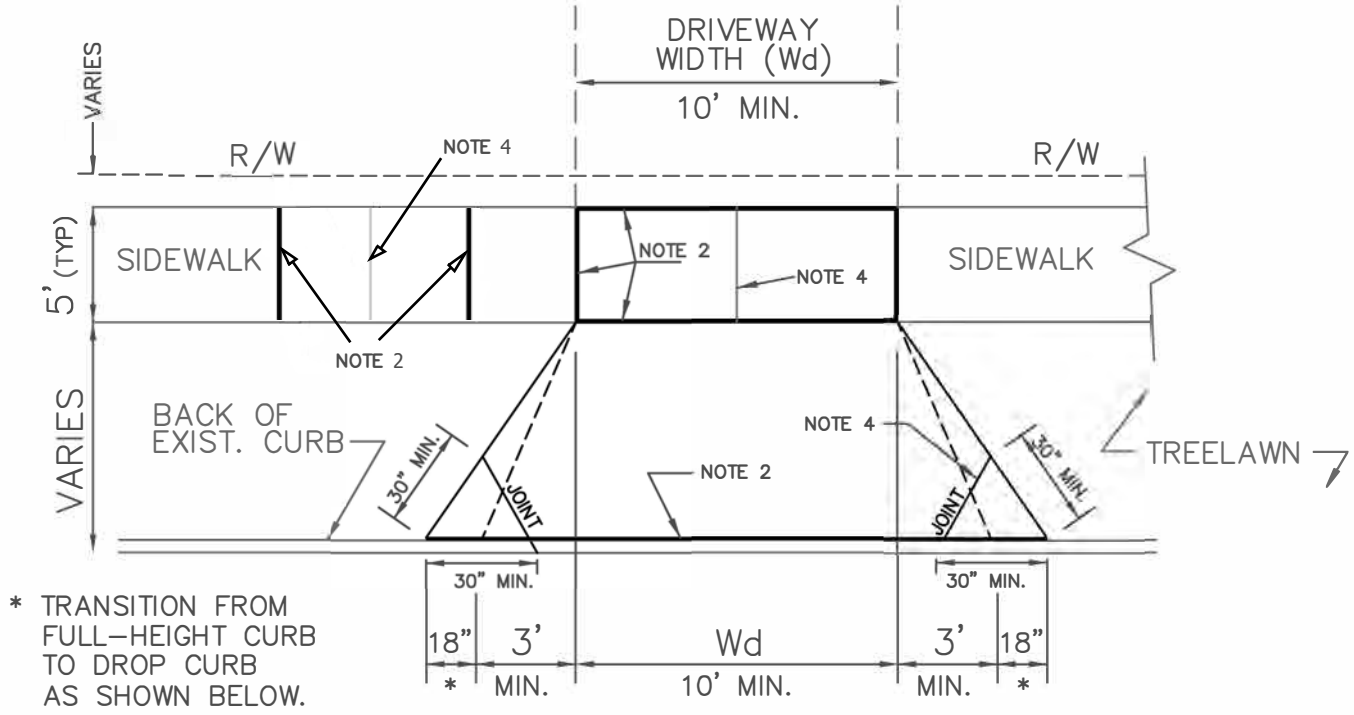
5) FOUR (4) INCHES OF ODOT 304 OR #57 COMPACTED LIMESTONE, NON-RECYCLED SUBBASE IS REQUIRED, AS DIRECTED BY THE CITY ENGINEER.

6) ALL WORK PRIOR TO CONCRETE POUR MUST BE INSPECTED AND APPROVED BY THE CITY ENGINEER OR REPRESENTATIVE (FORMS, REINFORCEMENT, SUBBASE, AND LOCATION).

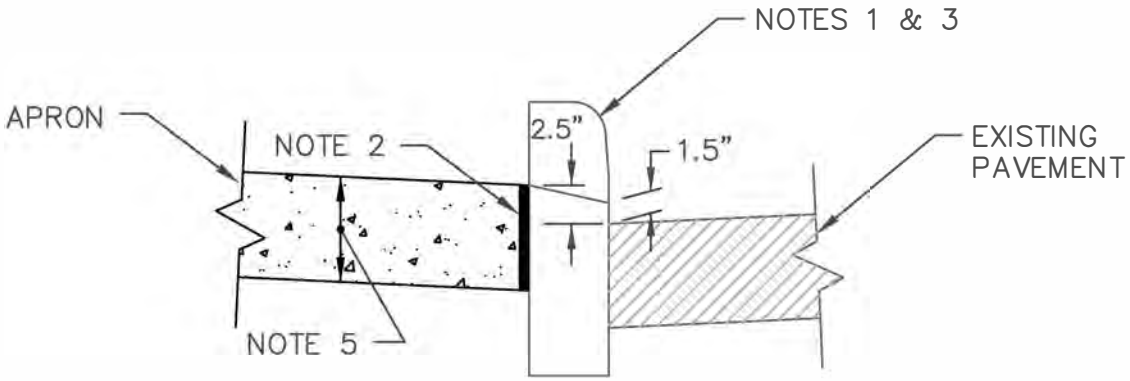
CONCRETE SIDEWALK REPLACEMENT

2/2/2026

CITY OF PAINESVILLE



CONCRETE APRON PLAN DETAIL



DROP CURB DETAIL

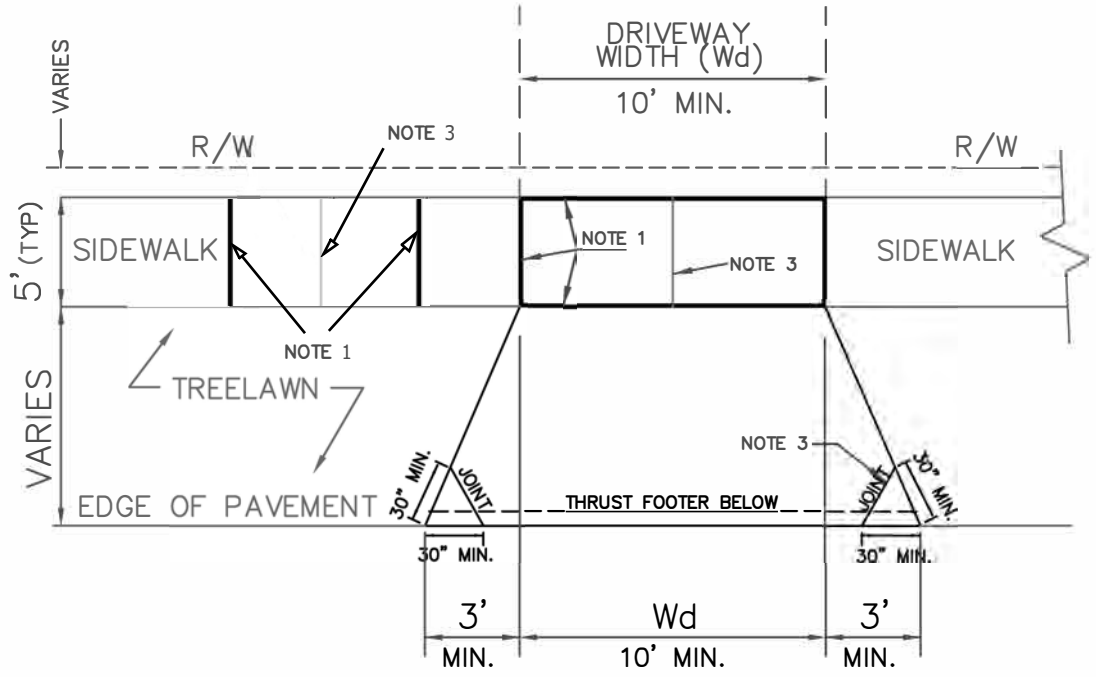
1) EXISTING CURBS SHALL BE HORIZONTALLY SAW-CUT AS SHOWN.
2) 1/2" ODOT 705.03 EXPANSION MATERIAL.
3) THE TRANSITION FROM STANDARD VERTICAL CURB SECTION TO DROP CURB SECTION IS TO BE WITHIN A **MINIMUM** OF 18" OF THE DRIVEWAY THROAT.
4) CONTROL JOINTS SHALL BE INSTALLED TO A DEPTH AS CALCULATED BY THE FORMULA "T/4" WHERE "T" REPRESENTS ANY SLAB THICKNESS IN INCHES:

   4"/4=1" DEEP JOINT 6"/4 = 1-1/2" DEEP JOINT 8"/4 = 2" DEEP JOINT
5) ALL CONCRETE SHALL BE ODOT CLASS C (4000 PSI) MIN. AND SHALL BE SIX (6) INCHES THICK IN RESIDENTIAL AREAS AND EIGHT (8) INCHES THICK IN COMMERCIAL/INDUSTRIAL AREAS.
6) WIRE MESH OR FIBER MESH SHALL BE USED FOR CONCRETE REINFORCEMENT.
7) FOUR (4) INCH ODOT 304 OR #57 COMPACTED LIMESTONE, NON-RECYCLED SUBBASE IS REQUIRED, AS DIRECTED BY THE CITY ENGINEER.
8) ALL WORK PRIOR TO CONCRETE POUR MUST BE INSPECTED AND APPROVED BY THE CITY ENGINEER OR REPRESENTATIVE(FORMS, REINFORCEMENT, SUBBASE, AND LOCATION.)

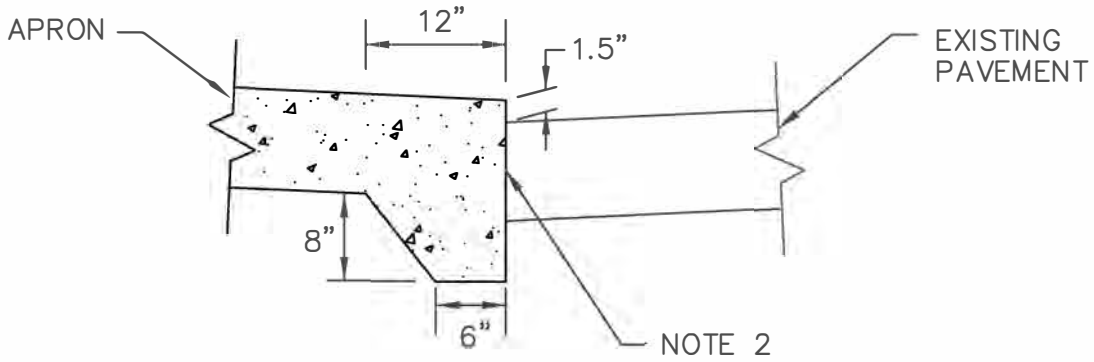
DRIVEWAY APRON ON A CURBED PAVEMENT

2/2/2026

CITY OF PAINESVILLE



CONCRETE APRON PLAN DETAIL



APRON SECTION DETAIL AT EDGE OF PAVEMENT

1) 1/2" ODOT 705.03 EXPANSION MATERIAL.
2) FULL-DEPTH PAVEMENT SAW-CUT.
3) CONTROL JOINTS SHALL BE INSTALLED TO A DEPTH AS CALCULATED BY THE FORMULA "T/4" WHERE "T" REPRESENTS ANY SLAB THICKNESS IN INCHES:

   4"/4=1" DEEP JOINT 6"/4 = 1-1/2" DEEP JOINT 8"/4 = 2" DEEP JOINT

4) ALL CONCRETE SHALL BE ODOT CLASS C (4000 PSI) MIN. AND SHALL BE SIX (6) INCHES THICK IN RESIDENTIAL AREAS AND EIGHT (8) INCHES THICK IN COMMERCIAL/INDUSTRIAL AREAS.
5) WIRE MESH OR FIBER MESH SHALL BE USED FOR CONCRETE REINFORCEMENT.
6) FOUR (4) INCH ODOT 304 OR #57 COMPACTED LIMESTONE, NON-RECYCLED SUBBASE IS REQUIRED, AS DIRECTED BY THE CITY ENGINEER.
7) ALL WORK PRIOR TO CONCRETE POUR MUST BE INSPECTED AND APPROVED BY THE CITY ENGINEER OR REPRESENTATIVE(FORMS, REINFORCEMENT, SUBBASE, AND LOCATION.)

DRIVEWAY APRON ON AN UNCURBED PAVEMENT

2/2/2026