



**City of Lakewood**  
**Department of Housing**  
**and Building**

**City of Lakewood, Ohio**  
12650 Detroit Ave.  
Lakewood, OH 44107  
(216) 529-6270  
building.permits@lakewoodoh.gov

**APPLICATION FOR PERMIT TO ENTER ADJOINING PROPERTY**

Pursuant to LCO 1311.02: No person, being the owner of any real property in the City, or his or her lessee, tenant or manager, or any person acting for or on his, her or their behalf, shall prohibit, prevent, hinder or obstruct the owner of any adjoining real property, or his or her lessee, tenant or manager, or any person acting for or on his, her or their behalf, from entering upon such real property between the hours of 9:00 a.m. and 5:00 p.m. Monday through Saturday, excluding federal holidays and Saturdays in weekends immediately preceding or following federal holidays, to work therefrom or to erect ladders, scaffolding or other similar equipment for the purpose of performing construction upon or providing maintenance or repairs to such adjoining real property, provided, however, that consent is first obtained by the owner of such adjoining real property, or his or her representative, from the owner of the premises to be entered upon, or his or her representative; or in lieu of such consent, a permit is first obtained from the Building Commissioner as provided in this chapter. All ladders, scaffolding and all equipment of every kind and nature shall be removed from the property entered upon between the hours of 5:00 p.m. and 9:00 a.m. of each day such maintenance or repair work is being performed. (Ord. 39-16. Passed 12-5-16.)

APPLICANT NAME:	APPLICATION DATE:
ADDRESS OF PROPERTY TO BE MAINTAINED AND/OR REPAIRED:	ADDRESS OF PROPERTY TO BE ENTERED:
APPLICANT PHONE NUMBER AND/OR EMAIL:	NAME OF ADJOINING PROPERTY OWNER:
SCOPE OF MAINTENANCE AND/OR REPAIRS:	
CONTRACTOR NAME (IF APPLICABLE):	DATES WORK TO BE PERFORMED (3 DAYS MAX)
TYPE OF EQUIPMENT TO BE USED:	

I hereby apply for a permit to enter the adjoining property described above in order to perform the maintenance and repairs the property described. I assume any and all liability for physical damages to the real property entered upon, to any personal property or fixtures located thereon, including trees, shrubbery, flowers, grass or other vegetation and for any personal injuries suffered by any one as the result of entering upon such property and performing the work, and that I will indemnify and hold harmless the City, its officers and employees from any and all damage to person or property or from cost that may in any manner arise through the granting of this permit or the performance of any work done under it.

SIGNATURE OF APPLICANT:	DATE:
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OFFICE USE ONLY Fee: \$25.00 Date Paid: \_\_\_\_\_

STATE OF OHIO                    }  
  }  
COUNTY OF CUYAHOGA        }        ss.

\_\_\_\_\_, being first duly sworn on oath, hereby deposes and says as follows:

1. I am over the age of eighteen, am competent, and have personal knowledge of the information contained herein.

2. I am the owner of or the agent of the owner of the real property located at \_\_\_\_\_, Lakewood, Ohio.

3. I am making application to the City of Lakewood, Division of Housing and Building for a permit to enter adjoining property located at

\_\_\_\_\_, Lakewood, Ohio in accordance with LCO Ch. 1311.

4. In accordance with LCO 1311.02, I have taken the following good faith measures to obtain consent to enter the adjoining property from the property owner :

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5. The adjoining property owner is refusing me the right of access to the adjoining property.

6. Access to the adjoining property is required to complete work on my/my clients' property for the following reasons:

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Sworn to and subscribed before me by \_\_\_\_\_ this day of \_\_\_\_\_, 20\_\_\_\_.

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Notary Public