

## CITY OF CANTON CHECKLIST FOR NEW SINGLE FAMILY DWELLINGS AND DUPLEXES

- PROVIDE A COMPLETED PERMIT APPLICATION. The consolidated application is for zoning approval and a building permit.
- PROVIDE 2 COPIES OF THE SITE PLAN. Providing the detailed site plans is required to verify compliance with zoning requirements and help in determining and issuing any required right away permits. See the list of items to be included on the site plan.
- PROVIDE 2 SETS OF BUILDING PLANS. Residential plans are not required to be architecturally sealed. See the list of items to be included on prints.
- PROVIDE ENGINEERING SPECIFICATIONS FOR TRUSSES, I-JOIST, LVL's, LAM's AND STEEL BEAMS, ECT. All beam specifications are required at the time of application. Other specifications may be provided at a later date.
- PROVIDE A RESCHECK. Effective 1/29/10 all permits issued after this date must meet the 2009 INTERNATIONAL ENERGY CODE per Illinois State law known as THE ENERGY EFFICIENT BUILDING ACT # 20 ILCS 3125.009. If using REScheck to verify compliance it must pass the 2009 edition of REScheck, available @ <http://energycode.pnl.gov/REScheckWeb/>. A prescriptive method may also be used; a detailed checklist can be provided to help verify compliance.
- APPLICATIONS ARE AVAILABLE ON LINE AT [www.cantonillinois.org](http://www.cantonillinois.org) . Click on Planning and Zoning and select Residential Development for the permit application and permit fee information.
- APPLICATIONS AND SUPPORTING DOCUMENTATION MAY BE SUBMITTED BY E-MAIL. Please send all required information to [nmackey@cantoncityhall.org](mailto:nmackey@cantoncityhall.org).
- THE APPLICANT IS REQUIRED TO OBTAIN THE PERMIT PRIOR TO STARTING CONSTRUCTION
- THE AVERAGE REVIEW AND PROCESS TIME REQUIRED PRIOR TO THE ISSUANCE OF A NEW SINGLE FAMILY PERMIT IS 72 HOURS.
- FOR ANY QUESTIONS OR CONCERNS YOU MAY CONTACT THE PLANNING AND ZONING OFFICE AT (309) 649-5338 OR VISIT OUR OFFICE LOCATED ON THE 2<sup>ND</sup> FLOOR CITY HALL, 2 NORTH MAIN STREET, CANTON, IL 61520.