



City of Canton, Ohio Commercial Plan Review Checklist

Plan Review Application Form:

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|------------------------------|-----------------------------|----|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 1. | Completed by Design Professional. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 2. | Application form to be properly completed. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 3. | Submittal includes Four (4) complete sets of drawings. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 4. | Payment of all applicable plan review fees. |

Cover Sheet:

- | | | | |
|------------------------------|------------------------------|----|---|
| <input type="checkbox"/> Yes | <input type="checkbox"/> N/A | 1. | Project Name and address. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 2. | Type and scope of project. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> N/A | 3. | Present Use group / Proposed Use group. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 4. | Type of Construction. |