

City of Canton
One-Two- and Three-Family Dwelling Unit
New Residential Construction Checklist:

The City of Canton Building Inspection Department hopes your experience with us is a pleasant, and favorable one. It is our intent to provide you with a maximum two (2) day building plan review time-line, however, you are still required to comply with our Zoning Ordinances.

Residential site plans are reviewed by our Zoning and Engineering Departments and may take up to fourteen (14) days to complete. *(Please keep this in mind when planning your project.)*

STEP ONE:

- No Charge Contact our Engineering Department to request your House number at (330) 489-3381. Please have your lot or parcel number available.

STEP TWO:

- No Charge Submit two (2) sets of site plans to our Zoning Department, indicating the following information:

- Property Address
- Sub-lot number (New developments)
- Front, rear and side property setbacks
- Lot contours
- Drainage
- Elevations
- Contractor name, number, fax, mobile number, and email
- Minimum size shall be 8 ½" x 11" paper, sized to scale

STEP THREE:

- \$75.00 Plan Review Fee Submit three (3) sets of complete construction documents and payment of review fee at time of plan submission.
(See our residential plan submittal form at www.cityofcanton.com.)

STEP FOUR:

- Upon receipt of Building and Zoning Plan approval and payment of all required Permit Fees, a Building permit shall be issued.
- \$30.00 Zoning permit fee (New construction)
 - \$150.00 + \$3.00 /100 square ft. Building permit fee (Includes basement, garage, porches, and all living space).

Submittal Fee \$75.00

Date: _____

CITY OF CANTON RESIDENTIAL PLAN SUBMITTAL

Project Location: _____

*(Addresses for new residential projects can be obtained by calling our Civil Engineering Department at 330-489-3380. Applicant is responsible to verify that the project location is within the City limits of Canton, Ohio and the address is correct. **Refunds will not be issued.**)*

Plan Certificate # **R07**-_____

Zoning Certificate # _____

Owner: _____

Phone: _____

General Contractor: _____

Phone: _____

Address: _____

City: _____

Zip: _____

Mobile Phone # _____

Basement Sq Footage: _____

Garage Sq. Footage: _____

NEW / ADDITION / ALTERATION

1st Floor Sq Footage: _____

2nd Floor Sq Footage: _____

Estimated Project Cost: _____

Total Square Footage: _____

of Bedrooms: _____

Project Description: _____

"Residential Code of Ohio" Required Construction Documents

Drawing Index

Site Plan
Foundation
Elevations
1st Floor
2nd Floor
Wall Section
Electrical / HVAC / Plumbing Details

"RCO" Requirements

Index
Site Plan / Flood Hazard Area Y / N
Floor Plans
Exterior Wall Envelope
Sections (Cross, Floor, Roof, Wall)
Structural Details
Fire Resistance Ratings
Mechanical Plans / Details

"MECHANICAL SYSTEMS REQUIREMENTS"

Electrical Installation shall comply with the 2005 National Electrical Code.

Electrical Service Size _____ Amps

Overhead / Underground

HVAC Installation shall comply with "RCO" Mechanical Chapters.

Central Heating System _____ BTU's AFUE Eff. Rating _____ Fuel Type _____

Central A/C _____ Tons Seer Rating _____

Plumbing Installation shall comply with the Ohio Plumbing Code.

Water Heater Size _____ gallons Fuel Type _____ # of Baths _____
Sump Pump Yes / No Gravity Drainage Yes / No

Required inspections to be performed by the City of Canton Building Department:

- Excavation
- Footing
- Foundation
- Mechanical Rough-Ins
- Building Rough
- Insulation (wall envelope)
- Mechanical Finals
- Building Finals

It shall be the responsibility of the owner/applicant to schedule the above inspections, and to provide access for the City of Canton Building Department personnel, during normal business hours.

Upon proper notification, the City of Canton Building Department agrees to perform the above inspections within two (2) business days.

After completion of project, and all inspections have been approved, the City of Canton Building Department will issue a Certificate of Occupancy.

I hereby do certify that all required information and details are true and correct, and have been included with the plans submitted. Furthermore, I agree to schedule all the required inspections with the City of Canton Building Department, before concealment of any construction.

Name: _____

Date: _____

Signature: _____

Title: _____

Phone #: _____

Mobile Phone #: _____

Office Use Only:

Plan Compliance / Non-Compliance

Residential Plans Examiner:

Date: _____

NOTES / COMMENTS:

Date: _____

Address: _____

RE: 2007 Residential Addendum Letter:

The City of Canton has adopted by Ordinance, the 2006 Residential Code of Ohio, known as the "RCO". This letter is attached to, and is part of the plan submittal. All items shall be performed and incorporated into the structure as required.

- (1) **R309.2** Garages shall be separated from the residence by ½" gypsum board.
- (2) **R310.1.1** Minimum, grade level bedroom window openings shall have a minimum net clear opening of 5.0 square feet, all others 5.7 square feet.
- (3) **R311.5.3.1** Stair riser height shall be a maximum of 8 1/4", and the minimum tread depth shall be 9".
- (4) **R312.1** Guards required. Porches and decks more than 30" above finished grade require guards not less than 36" in height, spaced for a maximum opening of 4". All open sides of stairs more than 30" in height require the installation of guards not less than 34" in height.
- (5) **R313.1** Smoke alarms shall be installed in each sleeping room, outside each sleeping room, and on each floor of the dwelling. (120v battery back-up).
- (6) **R317.3.1** Only approved firestopping materials shall be used on all penetrations.
- (7) **R404.1.5** Foundation wall thickness is based upon the walls supported.
- (8) **N1102.1** Building envelope: R-10 basement walls, R-18 walls, R-38 Ceilings. Please refer to the Department of Energy website (www.energycodes.gov)
- (9) The Certificate of Occupancy is *required* prior to occupancy.
- (10) All zoning setbacks shall be measured from the **PROPERTY LINE!**

Sincerely,

John M. Labriola
Chief Building Official

Contractor / Owner: _____

Dated: _____