

APPLICATION FOR BUILDING PERMIT---
APPLICATION FEE IS \$0.20/SQ FT OF MAIN STRUCTURE, \$300 MAXIMUM

The Canton City Code, Title 4-Land Use and Title 5-Building and Construction, cover zoning and construction rules and regulations that have been adopted by the Canton City Council. The Canton City Code is available at Canton City Hall. A searchable version of the Municipal Code is also available through the City's website, <http://www.showmecanton.com>, and can be found by clicking on "Government" from the Home Page and then locating the link under the section titled "Canton Government Facts". **PLEASE ASK QUESTIONS EARLY IN THE DEVELOPMENT OF YOUR CONSTRUCTION PLANS. RESOLVING ISSUES IN THE DESIGN STAGE CAN HELP YOUR BUILDING PROCESS MOVE SMOOTHLY.**

Date of Application _____ Project Address _____

Owner(s): _____
Name _____ Phone Number _____
Address _____

Builder/Contractor: _____
Name _____ Phone Number _____
Address _____

Intended Use: _____

Indicate zoning district: _____ R-1 One Family Dwelling District
_____ R-2 One Family Dwelling District
_____ R-3A Multiple Family Dwelling District
_____ R-3B Multiple Family Dwelling District
_____ R-4 Mobile Home Dwelling District
_____ B-1 Central Business District
_____ B-2 Highway Business District
_____ L-1 Light Industrial District

Cost of construction _____
Is this a new structure? Y ___ N ___ If yes, is this an accessory building? Y ___ N ___
Dimensions of proposed new structure: Length _____ Width _____ Height _____
If multiple dwelling or business, number of proposed units: _____
Is this an addition to an existing structure? Y ___ N ___
If yes: Dimensions of proposed addition: Length _____ Width _____ Height _____
Dimensions of existing structure: Length _____ Width _____ Height _____
All structures: Indicate principle type of Frame: _____ Masonry, Wall Bearing
_____ Wood Frame
_____ Structural Steel
_____ Reinforced Concrete
_____ Other: _____

Dimensions of lot(s): _____ Square footage of lot(s): _____
Sq. ft. in new structure: _____ Total sq. ft. of existing structures on lot(s): _____

Note: For residential construction, the total square footage of all structures on the lot(s) may not exceed 30% of the total square footage of the lot(s).

CONTINUE TO PAGE 2— SIGNATURES ARE REQUIRED!

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****The following information must be included in a layout or plot plan drawn to scale and two (2) copies of the layout or plot plan must be attached to this application:**

_____ Actual Dimension of the Plot to be built upon _____ Size of the Lot
_____ Size of the Building and Placement within the Lot _____ Height of the Building
_____ Width, Length, and Height of Accessory Buildings and Location within the Lot

By signing below you consent to the terms set forth in this application and give permission for proper authorities to be on the property for the purpose of verification of application information. By signing you also acknowledge you understand construction is not to commence prior to the issuance of a building permit and the display of the permit at the construction site.

Signature of applicant Date Signature of builder/contractor Date

As Building Inspector for the City of Canton, I do hereby certify that I have inspected the above described project & found that it:

_____ Conforms to all rules & regulations as described in the Canton Municipal City Code and is approved.

_____ Does not conform to all rules and regulations described in the Canton Municipal City Code and is **NOT** approved.

Signature of Building Inspector Date
Expiration Date _____ (180 days from permit issuance date)

BUILDING PERMIT PROCEDURE

1. All persons making application for a building permit under the terms of this Section must submit the application at least **forty-eight (48) business hours (6-business days)** prior to the first (1st) construction on the project. Any person commencing construction without having made application for a building permit at least forty-eight (48) **business hours** prior to construction shall be guilty of a misdemeanor and shall be punished as provided for in Section 100.220 of the City Code. ***The fee for any application submitted after construction has started will be doubled.***
2. Applicant can obtain a Building Permit application from City Hall or through the City's showmecanton.com website.
3. Applicant shall complete the application and submit it to City Hall, along with a complete project plan diagram and applicable fee referenced above.
4. City Hall will notify Building Inspector that an application has been filed.
5. Building Inspector will review the application, site diagram (project plan), visit the site, and verify compliance with all rules and regulations of the Canton Municipal City Code.
6. Building Inspector will issue a Building Permit at City Hall.
7. Applicant will be notified the Building Permit has been issued or declined.
8. Applicant must display permit at building site.
9. Building permit is valid for 180 calendar days from date of issuance.

ALL BUILDING PERMIT APPLICATIONS MUST BE SUBMITTED TO CANTON CITY HALL. APPLICATIONS WILL BE REVIEWED WITHIN 48 BUSINESS HOURS (6 BUSINESS DAYS) OF SUBMISSION. THE PERMIT FEE MUST BE PAID AT THE TIME OF APPLICATION AND THE ISSUED PERMIT DISPLAYED AT THE BUILDING SITE LOCATION BEFORE PROJECT WORK BEGINS.

Please direct your specific building permit application questions to Sean Major at 573-221-4048 or by email to smajor@mecoengineering.com

Chapter 405. Zoning Code

Article IX. Administration

Section 405.240. Building Permit.

[CC 1985 §42.700; Ord. No. 488-C §§1—2, 11-20-2000]

- A. No building or structure shall be erected, added to or structurally altered until a permit has been issued by the Building Inspector. Except upon a written order of the Board of Adjustment, no such building permit shall be issued for any building where said construction, addition, alteration or use thereof would be in violation of any of the provisions of this Chapter.
- B. There shall be submitted with all applications for building permits two (2) copies of a layout or plot drawn to accurately show actual dimensions of the lot to be built upon, the exact size and location on the lot of the building and accessory buildings to be erected, and such other information as may be necessary to determine and provide for the enforcement of this Chapter. There shall be submitted with all applications for a building permit the following application fees:
[Ord. No. 784-C §1, 10-19-2016]
1. Building permit — residential structure: twenty (20) cents per square foot of the main structure, with a maximum of three hundred dollars (\$300.00).
 2. Building permit — commercial structure: twenty (20) cents per square foot of the main structure, with a maximum of three hundred dollars (\$300.00).
 3. Late applications — any applicant submitting an application for a building permit after construction has begun shall pay an application fee equal to two (2) times the above amounts for residential or commercial building permits.
 4. Demolition permit: fifteen dollars (\$15.00).
- C. *Application For Permit At Least Forty-Eight Hours Prior To Construction.* All persons making application for a building permit under the terms of this Section must submit the application at least forty-eight (48) business hours prior to the first (1st) construction on the project. Any person commencing construction without having made application for a building permit at least forty-eight (48) business hours prior to construction shall be guilty of a misdemeanor and shall be punished as provided for in Section 100.220 of the City Code.
- D. One (1) copy of such layout or plot plan shall be returned, when approved by the Building Inspector together with such permit to the applicant.
- E. *Duration Of Building And Demolition Permits.*
[Ord. No. 778-C §1, 7-18-2016]
1. Every building or demolition permit shall become invalid unless the work authorized on the site by such permit is commenced not later than one hundred eighty (180) days after the date of issuance of the permit.
 2. If the building or demolition permit shall expire and it has not been three hundred sixty-five (365) days since the original date of issue, it may be reactivated by payment of one-half (1/2) of the original permit fee.
 3. If more than three hundred sixty-five (365) days have expired since the original date of issuance of the permit, the permit may not be reactivated and a new permit application and full permit fee must be submitted.

Section 405.250. Certificate of Occupancy.

[CC 1985 §42.710]

- A. After completion of a building or structure for which a building permit has been issued and all requirements of all Codes and ordinances of the City of Canton have been met, a certificate of occupancy shall be issued by the Building Inspector stating that the building or proposed use thereof complies with the provisions of this Chapter.
- B. No non-conforming use shall be maintained, renewed or changed without a certificate of occupancy having first been issued by the Building Inspector.
- C. All certificates of occupancy shall be applied for coincident with the application for a building permit. The certificate will be issued within ten (10) days after the erection or alteration has been approved as complying with the provisions of this Chapter.
- D. The Building Inspector will maintain a record of all certificates, and copies shall be furnished upon request to any person having a proprietary or tenancy interest in the building affected.
- E. No permit for excavation for, or the erection or alteration of, or repairs to any building will be issued until an application has been made for a certificate of occupancy.