CHECKLIST FOR NEW SINGLE FAMILY DWELLINGS AND DUplexes

- OBTAIN AN ADDRESS AND A PUBLIC WORKS PERMIT FROM THE PUBLIC WORKS DEPARTMENT. Applications may be submitted through fax at (309)494-8658 or through email: kandrejasich@peoriagov.org.

- PROVIDE A COMPLETED PERMIT APPLICATION. The application form, along with other required forms, is available in the Development Center, City Hall, Room 300.

- PROVIDE A COMPLETED CERTIFICATE OF OCCUPANCY APPLICATION.

- PROVIDE 2 COPIES OF THE SITE PLAN

- PROVIDE 2 SETS OF BUILDING PLANS.

- PROVIDE ENGINEERING SPECIFICATIONS FOR TRUSSES, I-JOISTS, LVL, LAM AND STEEL BEAMS, ETC.

- PROVIDE A RESCHECK. Effective 1/1/2013, all permits issued on or after this date must meet the 2012 INTERNATIONAL ENERGY CODE per state law. REScheck required to verify compliance shall pass the 2012 version of REScheck.

- All of the above items are required to be submitted in order for the application to be processed.

- Applicant is required to obtain permit(s) prior to starting construction.

- Applicant is responsible to know the current Building Code and to call for all required inspections twenty-four hours prior to needed inspection. The current Building Code being used is the 2006 International Residential Code and all amendments can be found at www.municode.com.

- Violation of City of Peoria Building Code will subject person to appropriate penalty.

Please contact the City of Peoria Development Center, City Hall, Room 300 at 309-494-8620 with any questions.