How to look up Plan Review Result in Citizen Self Service

Revision 10/01/2021

1. Check submittal requirements using the following URL: https://www.algonquin.org/permits

2. Log In to your account – https://css.algonquin.org

3. Click Permits and Inspections.

4. Search your Application by entering Application reference number. Click Search.
5. Click **Details**.

6. Click **View Plan Reviews**.

7. After the plan review information displays, click **View Comments** under **GENERAL** section to view the comments.

8. Read through the comment and provide necessary requirements to get approved.

9. **What is Next?**
   a. Contact us, if you have questions about the plan review result.
      TEL: (847) 658-2700 option 3
      permits@algonquin.org