



Planning, Building and
Code Enforcement

BUILDING PERMIT

PLAN REVISION TRANSMITTAL FORM

Use this transmittal form for submitting Revisions to already-permitted plans to the Building Division. For revisions to plans that require fire/hazmat review, please use the [Fire-Hazmat Plan Revision Transmittal Form](#).

INSTRUCTIONS - Fill out the form completely and accurately. Include it with your submittal following the instructions on the [Resubmittal/Revision Service](#) webpage.

DATE OF REVISION SUBMITTAL:	
PLAN REVIEW NUMBER:	
PERMIT NUMBER <i>Required for a project that already has a permit:</i>	
PROJECT ADDRESS:	
NAME OF PLAN REVIEWER: <i>This is important. Please indicate the name of the city staff person who reviewed your plans.</i>	
CONTACT INFORMATION	
APPLICANT NAME:	
APPLICANT SIGNATURE:	
NAME OF FIRM, IF ANY:	
CHECK ONE: <input type="checkbox"/> Contractor <input type="checkbox"/> Developer <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Owner <input type="checkbox"/> Other:	
EMAIL:	PHONE:

TYPES OF PLANS BEING SUBMITTED - CHECK ALL THAT APPLY

- | | | |
|--|--|--|
| <input type="checkbox"/> Architectural Plans | <input type="checkbox"/> Landscape Plans | <input type="checkbox"/> T-24 Energy Plans |
| <input type="checkbox"/> Building Plans | <input type="checkbox"/> Mechanical Plans | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Civil Plans | <input type="checkbox"/> Onsite Lighting Plans | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Clearances | <input type="checkbox"/> Planning Plans | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Deferred Items | <input type="checkbox"/> Plumbing Plans | |
| <input type="checkbox"/> Electrical Plans | <input type="checkbox"/> Soil Report | |
| <input type="checkbox"/> Health Department Plans | <input type="checkbox"/> Shop Drawings | |
| | <input type="checkbox"/> Structural Calculations | |