



# REVISION / DEFERRAL FORM

(Not to be used for re-submittals)

ATTENTION: \_\_\_\_\_ PERMIT #: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Contractor: \_\_\_\_\_

Contact Person: \_\_\_\_\_

License #: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**CHECK ONE ITEM:** (Separate form and necessary documents required for each transaction)

- Revision       Deferred Submittal       Change of Use (Ex: Model/Sales Office to SFR)

Does this revision change the setbacks?  No  Yes (If yes, a new site plan is required showing new setbacks)

Is the Permit being Revised or Deferred using **Private Provider Plan Review**?  No  Yes (If yes, the plans must be stamped accordingly by the Private Provider or they will not be accepted)

Description of request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature (License Holder, Authorized Signer or Owner/Builder required at submittal) \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

\*\*\*\*\* **STAFF USE ONLY** \*\*\*\*\*

Zoning Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____
Bldg/Plan Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____
Fire Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____
Electric Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____
Plumbing Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____
Mechanical Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected	<input type="checkbox"/> N/A	By: _____