



# PERMIT REVISION FORM

806 W. Main Street - Monroe, WA 98272  
 Phone: 36794-7400 / Fax: 360.794.4007

## *Permit Assistance Center*

Permit Submittal Hours: Monday through Friday 8:00 - 12:00 and 1:00 - 5:00

Any change from the last submitted or approved plans will constitute the need for authorization from the Building Official or Plans Examiner, unless otherwise noted. Please use this form for making a revision to an approved drawing or submitted document in review. Check the appropriate department that requested the revision and write a detailed description of the revision. The revision form and the revised plans are **then** submitted to the Permit Department. Review time is necessary and length of approval time will vary. Identify all revised or added information by **clouding** (unless all details on plan sheet have been changed, then submit new sheet). Please provide two copies of plans, unless otherwise noted. Revisions that are not clear will be returned to you for clarification. If you have any questions regarding the revision, please contact the Permit Department.

Applicant/Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Mailing address: \_\_\_\_\_ Email: \_\_\_\_\_

Site Address: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Additional valuation / square footage \_\_\_\_\_

Revision requested from:

- Structural   
  Building   
  Engineering   
  Planning   
  Fire   
  Other

Detailed description of the Revision/Correction:

(List each revision or attach a separate sheet)

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\_\_\_\_\_ ADDENDUMS TO APPROVED DRAWINGS/DETAILS

\_\_\_\_\_ ARCHITECTURAL PLANS

\_\_\_\_\_ BOUNDARY & TOPOGRAPHY SURVEY

\_\_\_\_\_ BUILDING ELEVATIONS

\_\_\_\_\_ ENERGY CODE INFORMATION

\_\_\_\_\_ ENVIRONMENTAL CHECKLIST

\_\_\_\_\_ EXTERIOR LIGHTING PLAN

\_\_\_\_\_ GEOTECHNICAL & COMPACTION REPORTS

\_\_\_\_\_ LANDSCAPE PLANS

\_\_\_\_\_ LOT COVERAGE CALCULATIONS

\_\_\_\_\_ MECHANICAL PLANS

\_\_\_\_\_ PLUMBING PLANS

\_\_\_\_\_ SITE ACCESSIBILITY DETAILS

\_\_\_\_\_ SITE PLAN

\_\_\_\_\_ SLOPE ANALYSIS

\_\_\_\_\_ STRUCTURAL CALCULATIONS

\_\_\_\_\_ STRUCTURAL PLANS

\_\_\_\_\_ WETLAND REPORT

\_\_\_\_\_ OTHER \_\_\_\_\_

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