



Community Development Department

Building Division

Plan Review Transmittal Form

Not for new submittals

This form shall be submitted as the cover for any submission related to project revisions, design changes, field changes, or a Community Development plan review, inspection, or any permit-related requests.

Permit Number: _____ Project Name: _____

Project Contact Name(s): _____

Project Address: _____

Contact's Phone: _____ Contact's Email: _____

Type(s) of Review:

- Building
 Electrical
 Mechanical
 Plumbing
 Zoning/Site Plan
 Fire
 Other (please explain) _____

I am submitting: (Check all that apply)		
<input type="checkbox"/> Full Revisions Plan Set <input type="checkbox"/> Site Plan <input type="checkbox"/> Architectural Plans <input type="checkbox"/> Structural Plans <input type="checkbox"/> Drainage and Grading <input type="checkbox"/> As-Built Plans <input type="checkbox"/> Spot Survey <input type="checkbox"/> Civil Plans <input type="checkbox"/> Boundary Survey <input type="checkbox"/> Topo. Survey <input type="checkbox"/> Geotechnical Report	<input type="checkbox"/> Electrical Plans <input type="checkbox"/> Mechanical Plans <input type="checkbox"/> Plumbing Plans <input type="checkbox"/> Energy Code Info. <input type="checkbox"/> Tree Protection Plan <input type="checkbox"/> Fire Alarm Plans <input type="checkbox"/> Fire Sprinkler Plans <input type="checkbox"/> Easement Waiver <input type="checkbox"/> WDO Permit Application <input type="checkbox"/> License Information <input type="checkbox"/> Photographs	<input type="checkbox"/> Calculations or Specs Describe: _____ _____ <input type="checkbox"/> Other Describe: _____ _____

*Please clearly identify any plan/drawing change(s) by highlighting and/or bubbling the change(s).

Description of Changes
