Plan Revision Request

Revision Plan Check No. __________________________ Date Filed ______________

Site Address ____________________________________________________________

Original Plan Check No. __________________________

Revisions must be submitted by owner or approved signed agent. If original plans were prepared by an architect or engineer, revisions must be signed by that person.

1. Elements revised:
   - [ ] Plans
   - [ ] Calculations
   - [ ] Soils
   - [ ] Energy
   - [ ] Other (describe) _____________________________________________

   *** SUBMIT ONLY THE REVISED PAGES/SHEETS ***

2. Describe revisions in detail, including pages where each revision is shown:

   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

   [ ] Check here if comments are continued on the back of this form.

3. Sheets affected: ________________________________________________

4. If revised sheets are to replace existing sheets, list here: ______________

   ________________________________________________________________

5. Does this revision, in any way, alter the exterior of the project? [ ] Yes [ ] No

6. Does the revision, in any way, alter the plot plans? [ ] Yes [ ] No

7. Does the revision, in any way, alter the floor plans? [ ] Yes [ ] No

8. Does this revision add or remove ANY floor area(s)? [ ] Yes [ ] No

Contact ___________________________________________ Phone ______________

Email ___________________________________________ Fax _____________________
Building Division Counter is open between the hours of 7:30 a.m. and 5:30 p.m. (closed for lunch 11:30 a.m. - 12:30 p.m.) Monday through Thursday. City Hall and the Building Division counter are closed on alternating Fridays (see calendar). Our Friday hours are 8:00 a.m. – 5:00 p.m. (closed for lunch 11:30 a.m. - 12:30 p.m.).

***Please contact the Poway Building Division if you have any questions or concerns at (858) 668-4645 or building@poway.org***