

**BUILDING PERMIT REVISION APPLICATION**

## Douglas County Community Development Revision Application

Permit Number: \_\_\_\_\_

Revision No: \_\_\_\_\_

Submittal Date: \_\_\_\_\_

Revisions to active Building Permits are charged at \$45.00 per hour, with fees rounded up to the nearest hour. At time of submittal, you are required to pay a deposit covering the first hour of staff time (\$45.00).

<b>APN</b>	<b>ADDRESS</b>	
<b>Applicant</b>	<b>Contractor or "Owner / Builder" Of Record:</b> _____	
	<b>Phone Number:</b> _____	
	<b>Mailing Address:</b> _____	
<b>Description of Revision</b>	<b>City:</b> _____	<b>State:</b> _____
	<b>ZIP Code:</b> _____	

I will save, indemnify, and keep harmless the COUNTY OF DOUGLAS, its officers, employees, and agents against all liabilities, judgments, costs, and expenses which may accrue against them in consequence of the granting of this permit, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances, and laws. Signature constitutes an attestation by the owner that application complies with all covenants, conditions, and restrictions.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Submittal</b>	<b>Date:</b> _____	<b>Deposit:</b> _____	<b>Receipt#:</b> _____
	<b>Received By:</b> _____		<b>Revision#:</b> _____
	<b>Comments:</b> _____		
<b>Engineering</b>	<b>Date Started:</b> _____	<b>Date Completed:</b> _____	
	<b>Comments:</b> _____		
			<b>Staff Approval:</b> _____
<b>Planning</b>	<b>Date Started:</b> _____	<b>Date Completed:</b> _____	
	<b>Comments:</b> _____		
			<b>Staff Approval:</b> _____
<b>Building</b>	<b>Date Started:</b> _____	<b>Date Completed:</b> _____	
	<b>Comments:</b> _____		
			<b>Staff Approval:</b> _____
<b>Issuance</b>	<b>Applicant Notified:</b> _____	<b>Date &amp; Time:</b> _____	
	<b>Total Fees:</b> _____	<b>Deposit:</b> _____	<b>Staff Initials:</b> _____
	<b>Subtract</b>	<b>Equals</b>	<b>Total Fees Due:</b> _____
<b>Issue Date:</b> _____		<b>Issued By:</b> _____	<b>Issued To:</b> _____

## **APPLICATION SUBMITTAL REQUIREMENTS FOR REVISIONS**

**Two (2) sets of plans (minimum plan sheet size – 11" x 17") shall be submitted, which includes any sheet that was revised from original submittal. Provide the Building Permit number on each sheet.**

**Each page of each set must be wet stamped and signed by the designing professional and shall include the following (if applicable):**

**TRPA Approval Stamps** on plans for projects located within the Tahoe Basin;

**Plot/Site Plan**, if changes were made to the footprint of the building;

**Foundation Plan**, if changes were made to the foundation;

**Floor Plan**, if any changes were made that would affect this page;

**Roof Framing Plan**, if any changes were made to this page;

**Heat Loss Calculations**, if additional square footage was added;

**Building Elevations**, if any changes were made to the outside of the building;

**Structural Calculations**, wet stamped and based on current Douglas County adopted codes, if any changes affected the original calculations;

**Septic Plot/Site Plan**, if revision included changes to the septic system;

**For a Commercial Revision the following additional information may be required:**

**A Third Set of Plans (including civils)**, if Douglas County Engineering Division approval is required;

**Design Review Letter of Approval**, if a modification to this letter is required;

**Landscape and Irrigation Plans**, if the revision includes changes to the original landscaping plans;

**Provide any other information or details that would be helpful in order to review and approve a revision to your permit.**

**Please contact the applicable Fire District to verify the revision does not require additional approvals from their department.**