



Revision Application

BUILDING

PLUMBING

MECHANICAL

PLANNING

REVISION DETAILS

Date: _____	Office Use Only
Permit number: _____	PRJ: _____ DATE: _____
Project name: _____	BLDG: _____ APP EXPIRES: _____
Project address: _____	BPLN: _____ ACCEPTED BY: _____
Contact person: _____	PAYMENT METHOD: _____
Phone number: _____	Revision Description: (to be filled out by Contractor)
Plans Examiner: _____	_____
Inspector: _____	_____
Increase in valuation: _____	_____
Increase in square footage: _____	_____

APPLICATION AND ELECTRONIC PLANS MUST BE COMPLETE TO BE ACCEPTED FOR PLAN REVIEW

1. The Inspector's signature is **REQUIRED** on all permits issued for construction.
2. Once you have received the Inspector's signature on an issued permit or the plans examiner signature on permits in review you can proceed to step three below.
3. A complete set of plans shall be in **electronic PDF format, with revisions clouded and dated, uploaded to the portal in "Landscape" format** [Permit Center | Lake Stevens, WA - Official Website \(lakestevenswa.gov\)](http://Permit Center | Lake Stevens, WA - Official Website (lakestevenswa.gov)) **no paper plans will be accepted.**
4. Revisions submitted for plan review require a Plan Check Deposit Fee (minimum two hours plan review) at time of submittal. (additional fees may apply).

The permit specialist will review your submittal for accuracy, completeness and determine if other department reviews are required. Plan review time is dependent upon staffing availability and complexity of the scope of work.

No refunds will be issued on revisions.

REVISIONS WILL NOT BE ISSUED AT THE TIME OF APPLICATION.

Field Inspection Signature: _____ Date: _____

Plans Examiner Signature: _____ Date: _____