

COMMUNITY DEVELOPMENT

701 Laurel St.
Menlo Park, CA 94025
650-330-6704

APPLICATION FOR REVISION TO APPROVED BUILDING PLANS

The adopted fee schedule provides that plan review revisions will be charged based on actual cost. The applicant is responsible to pay for all time required to perform the additional plan review. The revision shall not be considered fully approved until such time as the total fees related to this application are received by the City.

Submittal Date: _____

Permit Number: _____

Project Address: _____

Revision to Issued Permit

Contact Name: _____

Responses to Comments

Telephone Number: _____

Route to: **Building** **Planning** **Engineering** **Other:** _____

Description of Revision: _____

Additional Square Feet being Added: _____ **Increase in Project Valuation:** \$ _____

The undersigned represents that they are the applicant and/or have the express permission of the applicant to submit this application. Furthermore, it is understood any revision will not be fully approved until all application fees are paid. Failure to submit the fees may affect the ability to receive a final Building inspection.

Submitted by: _____

Signature: _____

(Please Print Name)

For Office Use Only

Reviewer: _____

Approved

Date Approved: _____

Approved with Comment

Not Approved

Time Spent on Review: _____

Amount Due: \$ _____

Plan Check Fees are calculated on the following fee schedule:
Minimum Charge is **\$202.86** for first 1/2 hour + **\$78.93** for each 1/2 hour or portion thereafter