

Deferred*

Revision

New Plan Check #: _____ **Date:** _____

Issued Plans Plan Check #: _____

Job Address: _____

Project Name: _____

Description: _____

Discipline:	Bldg.	L/S	Plum.	Mech.	Elec.	Fire	Plann.	DE	UT	Landsc.
Route To:										

Items required for Building Plan Revision Submittals

Supporting documents: A narrative summarizing the changes made to each sheet for all disciplines. If there are revisions to the supporting documents, a minimum of 2 sets are required. All revisions must be clouded.

Plan Sets: Minimum 2 full-size sets of all sheets affected by the changes or one for each plan check discipline. The sheets must be reproduced exactly as the issued copy without City stamps. Photocopies of the issued plan sets with City stamps are not acceptable. All revisions to the issued plans must:

- Be made on the plan sheets affected. 8.5x11 sheets (including RFIs, sketches, or photos) are not acceptable.
- Be clouded with a designated delta symbol and date.
- Be stamped and signed by the same licensed design professional as the issued permit set.

Project Contact: _____

Title: _____ **License #** (if applicable) _____

Email: _____ **Phone #:** _____

of Plans Submitted: _____ **Submitted To:** _____

I understand that I am responsible for all plan check fees that I incur during the course of this additional plan check and that any approval plans not claimed and paid for within 3 months of notification will be disposed of and an invoice procedure for the amount due will be initiated. I further understand that an unclaimed deferral may result in delay of final approval for the subject project.

Applicant Signature: _____ **Date:** _____

Please note that once this document is submitted to the City of Sacramento, your information may be subject to the Public Records Request Act. However, the City will not sell your data or information for any purpose.

**Deferred plans may be submitted for review only after the main project plans have been approved and issued.*