

# BUILDING PERMIT PLAN CHANGE REQUEST FORM

TODAY'S DATE: \_\_\_\_\_  
OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
CONTRACTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
PERMIT NUMBER: \_\_\_\_\_ JOBSITE ADDRESS: \_\_\_\_\_  
LEGAL DESCRIPTION: LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_  
OR MEETS & BOUNDS: SECTION: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_

DETAILS OF PLAN CHANGE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3 sets of plans attached?  YES  NO

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved by Planning and Zoning Department \_\_\_\_\_ Date: \_\_\_\_\_ FEE \$ \_\_\_\_\_

Approved by Building Department \_\_\_\_\_ Date: \_\_\_\_\_ FEE \$ \_\_\_\_\_

TOTAL PLAN CHANGE FEE \$ \_\_\_\_\_