



CITY OF ENCINITAS
Development Services Department
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REVISIONS/DEFERRED SUBMITTAL TO APPROVED PLANS

Plan Check No. _____ Date _____

Address _____

Revisions must be submitted by owner or approved signed agent. If original plans were prepared by an architect or engineer, revisions must be signed by that person. **SUBMIT PREVIOUSLY APPROVED PLANS AND FULL SET OF REVISED PLANS.**

1. Elements Revised: Plans Calculations Soils Energy
2. Describe revisions in detail, including pages where each revision is shown:

3. Sheets affected: _____

4. If revised sheets are to replace existing sheets, list here:

5. Does this revision, in any way, alter the exterior of the project? Yes No
6. Does this revision, in anyway, alter the floor plans? Yes No
7. Does this revision add or remove ANY floor area(s)? Yes No

Contact _____ Phone _____

Address _____ Email _____

City/State/Zip Code _____

For **REVISIONS:**

1. Prepare a PDF file of the latest reviewed and approved set of plans:
2. Prepare a PDF file of your resubmittal of the complete plans with the clouded changes on the plan. Include the revision # (i.e.: REV1, REV2) and the revision date on every affected sheet.
3. Prepare a PDF file with a detailed narrative identifying the list of the revisions on every affect sheet.