



COMMUNITY DEVELOPMENT DEPARTMENT  
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# Revision Submittal

Applications and all required documentation are required to be submitted through our on-line dashboard.  
<https://pals.cityoflakewood.us/palsonline/#/dashboard>.

**NOTE:** All building department resubmittals must include **the revised plan pages only**, with the revisions clearly identified by means of "clouding" or highlighted.

Date: \_\_\_\_\_ Permit Number: \_\_\_\_\_

- Response to incomplete letter dated \_\_\_\_\_
- Response to correction letter dated \_\_\_\_\_
- Revision initiated by applicant

Revision requested by (if applicable): \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Summary of Revision, including page numbers:**

*Please clearly outline what is being revised and the plan page numbers:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Sheet Number(s) revised: \_\_\_\_\_

*Revised plans must be collated with original plan set. "Cloud" or highlight all areas amended and include date of revision on the revised plan set.*

I acknowledge that the above required documents/plans contain all the listed information. \_\_\_\_\_  
 Initials/ date

**STAFF USE ONLY**

File # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Intake by: \_\_\_\_\_

Date: \_\_\_\_\_