



**FILLED IN BY APPLICANT – All boxes in this section must be completed if applicable**

<b>Date -</b>	<b>Plan # -</b>	<b>Permit # -</b>
<b>Address -</b>		

Your Name	Email	
Phone -	Contractor Name	
Revision Description -		
Has permit been issued    Yes    or    No	Cost increase to job (if any) - \$	
For revised plans, are the changes clouded    Yes    or    No	Are the plans signed and sealed (if applicable)    Yes    No	
Revised due to plan review comments    Yes    No	Revised due to inspector comments    Yes    No	Revised due to design changes    Yes    No

**FOR OFFICE USE ONLY**

Date Received -	Date Reviewed -	10% Revision fee required    Yes    No
Original permit fee - \$	Original cost of work - \$	New cost of work - \$
Comments		

**Revision - Resubmittal Plan Intake Sheet**  
 Department of Planning and Development Review  
 Bureau of Permits and Inspections  
 900 East Broad Street, Room 108  
 Richmond, VA 23219  
 PDRPermitsandInspections@Richmondgov.com