



City of Ashland Building Safety Division

51 Winburn Way • Ashland, OR 97520
 Phone (541) 488-5305 • Fax (541) 488-6066
 Email: Building@ashland.or.us

Revision Checklist

Date: _____

Permit #: _____

YES	NO	
		Are you the Architect or Engineer that signed the original plan set? If the answer is NO , a letter from the Architect or Engineer of record authorizing plan modification is required. If the original plans were not drawn by an architect or engineer, please circle here: N/A
		Does this revision involve changes to arrays/modules or the footprint of rooftop pathways; adding, altering, or relocating arrays/modules? If NO , Building Division review is not required.
		Does this revision involve public right of way work? If YES , revisions must be reviewed and approved by Public Works Engineering Department.
		Does this revision change the square footages or project valuations? If YES , a revised building permit application must be submitted.
		Does this revision involve structural, electrical or mechanical modifications? If YES , revisions must be reviewed and approved by Building Safety Department.
		Does this revision reduce or increase the number of plumbing fixtures? If YES , revisions must be approved by Building Safety, Public Works Engineering, or other applicable Departments. Additional SDC's may apply.
		Does this revision change the location or height of any structures on the site? If YES , revisions must be reviewed and approved by Building Safety, Planning and Public Works Engineering Departments.

PROVIDE A BRIEF SUMMARY OF REVISION (REQUIRED):

 (Print Name)

 (Applicant Signature)

Please note:

- Revisions may incur additional permitting fees. Additional fees incurred could include building permit fees, CET's, SDC's etc.