



City of Gainesville

Department of Sustainable Development

Revision Submittal Form

Project Address:

Project Name:

Permit/Petition Number:

Date of Request:

Person Submitting Revisions:

Name:

Phone Number:

Company:

Email:

Description of Revision(s): Please provide specific details pertaining to the scope of the revision. Include any pre-coordination with reviewing departments. A separate sheet can be attached if needed.

Revised sheets:

New sheets to be added:

_____ **Total number of pages** (Plan sheets should each be counted as individual pages. Documents of multiple pages can be counted as a single file.)

Affected Departments: Please check off departments that will be affected by proposed revisions. This is informational only and additional reviewers may be assigned.

Planning

GRU (Gainesville Regional Utilities)

Building

Environmental/Urban Forestry

Public Works

Other (Please explain) _____

Revision Guidelines: Following these guidelines will ensure that the City begins the review within one business day of submittal. Plans not following these requirements will be returned to you for corrections and must be resubmitted.

- Revised sheets must be named identical to the original file
- Proposed changes must be clouded on plan sheets
- New plan sheets must be added to index
- Revision Submittal Form must be uploaded into ProjectDox with submittal