



Permit Number \_\_\_\_\_

## Permit Revision Letter

This form should be completed and submitted with a revision request for either a land use or construction permit. Revisions for those types of permits already require a document type of Revision Letter to be uploaded. This form can be used as the template for that required document type.

**Please describe the proposed changes. (Attach a separate document if you need more room):**

**This permit revision includes the following changes (please check all that apply to your proposed changes to assist SDCI in making sure the correct reviews are added to your revision application):**

### Land Use/Zoning

- ☐ Changes in number of Dwelling Units
- ☐ Change in the building footprint
- ☐ Changes to location of structure(s) on site
- ☐ Changes in gross floor area
- ☐ Changes in the building height
- ☐ Changes in floor-to-ceiling height at the street-level floors
- ☐ Changes in the depth of any street-level commercial space
- ☐ Changes to structure projections such as bays, decks, etc.
- ☐ Changes to approved façade materials
- ☐ Changes to street-level façade transparency
- ☐ Changes to any feature counted in Green Factor compliance
- ☐ Changes to the number, size, or configuration of parking spaces, including bicycle parking.

### **Land Use/Zoning Continued**

- ☐ Changes to the location or width of vehicular access
- ☐ Changes to solid waste and recyclable storage and access
- ☐ Changes to amenity areas
- ☐ Changes to solid waste and recyclable storage and access
- ☐ Changes to approved Design Review project
- ☐ Changes to the Shoreline Substantial Development Permit
- ☐ Changes to any other Type II Master Use Permit approval
- ☐ Other (please describe) \_\_\_\_\_

### **Trees/revegetation**

- ☐ Changes to Landscaping
- ☐ Change to anything impacting trees (e.g., approved protection measures, removal)
- ☐ Other (please describe) \_\_\_\_\_

### **Ordinance/Structural**

- ☐ Change in location of the structure
- ☐ Change in number of stories, height, or area
- ☐ Change in internal configuration
- ☐ Changes in occupancy or occupant load
- ☐ Changes to the structural design
- ☐ Changes to egress
- ☐ A totally new design
- ☐ Other (please describe) \_\_\_\_\_

### **Drainage**

- ☐ Changes to the drainage plan
- ☐ Change in how stormwater is managed on site
- ☐ Change resulting in existing building being demolished to the foundations
- ☐ Increase in the amount of impervious surface
- ☐ Other (please describe) \_\_\_\_\_

**Energy/Mechanical**

- ☐ Change in building envelope
- ☐ Change in approved mechanical equipment on underlying record
- ☐ Changes to an issued Subject to Field Inspection (STFI) Mechanical permit
- ☐ Other (please describe) \_\_\_\_\_

**Environmentally critical area (ECA) or Shoreline District**

- ☐ Revisions occur in an ECA or it's buffer
- ☐ Revisions occur within 200 feet of the shoreline
- ☐ Other (please describe) \_\_\_\_\_

**Geo Soils**

- ☐ Change to retaining wall locations, height, or type
- ☐ Change to the foundation location, type, or depth
- ☐ Change to the temporary excavation and/or shoring plan
- ☐ Other (please describe) \_\_\_\_\_

**Fire**

- ☐ Original permit had Fire approval
- ☐ Changes to the sprinkler system, fire alarm or smoke detection system
- ☐ Other (please describe) \_\_\_\_\_

**Addressing**

- ☐ Change to the number of buildings and/or building orientation

**Other**

- ☐ Changes to an issued Construction STFI permit
- ☐ Changes not captured above (please describe) \_\_\_\_\_