City of Flagstaff
Building Safety Program
211 West Aspen Avenue
Flagstaff, Arizona 86001
https://www.flagstaff.az.gov/494/Building-Safety

PLAN RESUBMITTAL FORM Refer to Electronic Permitting Process, Page 2 for submittal instructions

Permit Number: _____

Street Address: _____

Contact Person: _____ Contact Phone: _____

Contact Email: _____ Resubmittal Date: _____

Check one:

☐ **Resubmittal for corrections.** Refer to the Administrative Completeness or Substantive Review letter provided for required resubmittal items.

☐ **Deferred submittal.** Include description of the deferred submittal in the field provided below.

☐ **Revisions to Approved Plans**. Describe the changes you are proposing in the field provided below (e.g., changing manufacturer of roof truss assemblies, changing from concrete slab to wood floor with crawl space). Attach separate pages as necessary. Revisions should be clouded with a delta number assigned for ease of identification. Failure to provide description of revisions may result in plan review delays.

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If structural changes are proposed, revised truss layout and calculations must be submitted. All changes are subject to a $47.00/hour plan review fee.

****PLEASE NOTE** If new work is proposed (e.g., finishing a basement area, adding decks or porches, or increasing scope of work that was not approved in the original permit), you must submit a new application and the required sets of plans for a new permit.**