

## REVISIONS

Any changes made to the plans of a building permit must submit a revision. A building permit revision allows you to submit plan changes to an issued construction, demolition, mechanical, or site work permit. There are two types of revisions: Major and Minor.

### Major and Minor Revisions

A major revision requires you to [cancel the permit](#) and then reapply for a new permit. Examples of major revisions:

- Substantial changes in the scale of the structure
- Substantial changes in the structural design.
- Type of construction changes
- Changes in occupancy that require extensive changes to the construction and life safety design of the structure
- Moving the structure on the site, resulting in a totally new layout
- A totally new design

Revisions that don't meet the criteria above are considered minor. You can receive approval for minor revisions by completing the [Revision Form](#).

### Submitting a Revision

You can submit revisions as long as the permit has been issued, and as long as it has not expired or been finalized.

1. Complete the [Revision Form](#)
2. Revisions to the plans must be "Clouded" with an itemized list of the scope of work
3. The same amount of plans from the first submittal must be submitted again.
4. [Standard Review Times](#) will apply.

