

# ADDENDUM

## CITY OF PLANO BUILDING INSPECTION DEPARTMENT

Addendums are changes that occur on a project that has already been released for construction (permitted). There will be a \$40.00 charge collected at time of submittal for the initial review. After the initial \$40.00 fee, the charge is \$40 per hour. Approved addendum plans shall be on the job site prior to calling for inspections.

Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Contact Email: \_\_\_\_\_

### Required Submittals: (please check):

- Narrative that clearly outlines the changes that have occurred by plan page.
- All changes are clouded and contain a delta.
- Submittal includes only the plan pages that have changed.
- Two copies of scaled and dimensioned plan pages have been provided.

### Description of changes:

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\*\*\*\*\* FOR OFFICE USE ONLY \*\*\*\*\*

Addendum # \_\_\_\_\_ Permit Tech: \_\_\_\_\_ Plans Examiner: \_\_\_\_\_

Approved by: \_\_\_\_\_ Number of Minutes/Hours: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_ Rolled/attached plans (circle one)

Approved Plans Received by: \_\_\_\_\_ Date: \_\_\_\_\_

This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The CITY OF PLANO makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via the handout. Customers and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the city. Copies of the CITY OF PLANO adopted codes and Zoning Ordinances can be found on the city website at [www.plano.gov](http://www.plano.gov) or at the CITY OF PLANO Municipal Center at 1520 K Avenue, Plano, Texas.



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[www.buildinginspections.org](http://www.buildinginspections.org)

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