



CHANGE ORDER

Development Engineering

Date: _____ Project: _____

Site Address: _____ S/T/R: _____

App./Permit No(s): _____ File: _____

Design Engineer: _____ Firm: _____

Request approval for the following change to the plans for the above-mentioned project which was approved on _____:

Reason for change: _____

Revised Plan or additional information attached? Yes No

Requested By: _____ of: _____

Address: _____

Phone: _____ Signature: _____

INSPECTOR ACTION

Change is: () Approved () Referred to Review Eng. () Disapproved
() Additional information required, see comments. () As Built Plans Required

Comments: _____

Signature: _____ Date: _____

REVIEW ENGINEER ACTION

Change is: () Approved () Referred to Review Eng. () Disapproved
() Additional information required, see comments. () As Built Plans Rqd.

Comments: _____

Signature: _____ Date: _____

PUBLIC WORKS ACTION

Change is: () Approved () Referred to Review Eng. () Disapproved
() Additional information required, see comments. () As Built Plans Rqd.

Comments: _____

Signature: _____ Date: _____

Distribution: One each to Design Engineer, Applicant, Inspector and File.