



ADDENDUM WORKSHEET

This form shall be used for proposed changes to the
previously approved plans.

Original Permit Number: _____ Addendum # _____
Property Address: _____

Two copies of the revised plans shall be submitted. The changes must be clouded, highlighted, or otherwise identified as proposed changes. A fee of \$100 per hour will be charged with a minimum of one hour due at time of application. If an amended zoning permit is required due to the changes, additional fees will be assessed.

Any work adding square footage to the original permit will require a new site plan and zoning review.

Converting unfinished space in the existing structure to habitable space will result in additional permit fees based on the valuation and may be subject to land use review and approval.

I request that the original permit identified above be reviewed for the following changes. Work not specifically listed shall not be considered part of the addendum. Use extra pages as needed.

Applicant: _____ Date: _____ Phone Number: _____

Email: _____

Office Use Only:		
Fees Paid: _____	Additional Review Hours: _____	Approval Date: _____
Plans Reviewer: _____	Zoning: _____	Building Official: _____