

**Revision Application Form for additions to EXISTING  
One or Two family dwellings, TIPS, Field review or  
other miscellaneous permits**

NOTE - revisions to Combined Permits for additions to existing one and two family dwellings, as well as permits issued under the TIPS or Field Review process are usually processed by Enquiry Centre Staff. If your permit was issued by staff in the Processing Centre – Building, or if you are building a new one or two family dwelling, please advise staff in the Enquiry Centre, **before** filling out this form.

You MUST have your approved set of plans (Job Copy), as well as 2 copies of revised plans, with you when you make application for revision. Your approved set of plans MUST also be available for review on the day the revision is processed.

Date: \_\_\_\_\_

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

Permit # (DB/BU) \_\_\_\_\_

Applicant's Name: (please print) \_\_\_\_\_

Applicant's Phone/cell # \_\_\_\_\_ / \_\_\_\_\_

Reason for Revision:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

**Office Use Only:**

**Appointment on (Date) \_\_\_\_\_ (Time) \_\_\_\_\_**

**Appointment booked with \_\_\_\_\_ @ Desk # \_\_\_\_\_**