

COMMUNITY DEVELOPMENT AGENCY
BUILDING AND SAFETY DIVISION

DESIGN CHANGE SUBMITTAL FORM

Design Change - term used when there is a change in the approved and/or issued plan or permit and updated plans are re-submitted for re-review / re-approval of an Issued Electronic or Paper Plan permit.*

Design Change plans must be in same format as previously approved - Electronic with Electronic and Paper with Paper

Project Address: 825 Drake Blvd., Marin City
APN: 052 - 112 - 03 **Permit # ('s):** PC22.005.103.1 **3rd Party Review**
Design Change Delta (Δ) Number: 1 **Delta (Δ) Date:** 03 / 11 / 2024

Person Submitting/Contact Name (print): Niki Slattery **Date:** 3-11-24
Contact Number: (208) 891-4955 **Contact Email:** Nikis@tpchousing.com

CHECK ALL THAT APPLY	
New Part A Application required when update is:	No new Permit Application required when update is:
<input type="checkbox"/> Added / new work <u>outside</u> the scope of what was previously approved in existing permit	<input checked="" type="checkbox"/> Changes <u>within</u> the scope of work of what was previously approved in existing permit
<input type="checkbox"/> Added square footage, new floor/living area	<input type="checkbox"/> Structural or interior changes to approved existing
<input type="checkbox"/> Change in height of structure/roof	If yes to any of the above, then: Updated plans or plan sheets (<i>paper-2 sets</i>) & a. Updated Site Plan/Cover Plan Sheet – (<i>if Site Plan is affected by change</i>) b. All changes clouded, Sheet # Indexed c. Delta (Δ) Number & date
If yes to any of the above, then: New complete sets of plans with d. New Site Plan/Cover Plan Sheet e. All changes/updates clouded f. Delta (Δ) #, date, Sheet # (s) Indexed	

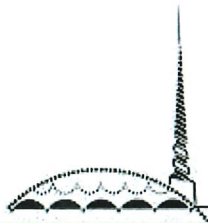
Please describe all changes:

Exterior modifications to update the building with a craftsman style aesthetic. This includes a gable style roof, the original stucco exterior has been replaced with James Hardie siding and panels. Changes are complemented by a redesign of the parking layout to improve functionality and flow.

I am submitting the following updated Plan Sheet(s)
<input checked="" type="checkbox"/> Plan Change – Site or Floor Plan—Plan sheet(s):
<input type="checkbox"/> Plan Change – Added Floor Area—Plan sheet(s):
<input checked="" type="checkbox"/> Plan Change – Ext. Elevations—Plan sheet(s):
<input checked="" type="checkbox"/> Plan Change – Int. Cross-Sections—Plan sheet(s):
<input type="checkbox"/> Structural Changes—Plan sheet(s):

I verify that the updated plan sheet(s) listed above meet the following requirements: (*Please initial below*)

- All changes on updated and/or new plan sheet(s) have been clouded
- All clouded changes are identified with a numbered delta/change (Δ) & change date
- Updated plan sheet/page number(s) correspond with original approved plan sheet/page number(s)
- Electronic – Each updated plan sheet File Name is SAME EXACT originally submitted File Name



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INTER- DEPARTMENTAL TRANSMITTAL – DESIGN CHANGE
****For Office Use Only****

Project Address: 825 Drake Blvd., Marin City

Date: _____

Permit Number(s): PC22.005.103.1

3rd Party Review

Correction / Modification / Design Change Δ Number: 1

Δ Date: 03/11/2024

FROM: ()	
<input type="checkbox"/> TO PLANNING: ()	<input type="checkbox"/> TO LD / DPW: ()
<input type="checkbox"/> Stamp/Signature Required <input type="checkbox"/> Approval Required	<input type="checkbox"/> Stamp/Signature Required <input type="checkbox"/> Approval Required
<input type="checkbox"/> Collated <input type="checkbox"/> Not Collated <input type="checkbox"/> Issued File Included	<input type="checkbox"/> Collated <input type="checkbox"/> Not Collated <input type="checkbox"/> Issued File Included
Comments:	Comments:
<input type="checkbox"/> TO BUILDING: ()	<input type="checkbox"/> TO EHS: ()
<input type="checkbox"/> Stamp/Signature Required <input type="checkbox"/> Approval Required	<input type="checkbox"/> Stamp/Signature Required <input type="checkbox"/> Approval Required
<input type="checkbox"/> Collated <input type="checkbox"/> Not Collated <input type="checkbox"/> Issued File Included	<input type="checkbox"/> Collated <input type="checkbox"/> Not Collated <input type="checkbox"/> Issued File Included
Comments:	Comments:

DESIGN CHANGE ROUTING INSTRUCTIONS	
MINOR CHANGES – small change with-in scope and/or requiring minimal/quick review	MAJOR CHANGES – big changes requiring significant review and/or new permit (May not be moved to front on plan review list)
Minor Change submittal routing: 1. Planning, when necessary 2. Plan Reviewer(s)	Major Change submittals routing: 1. Plans route to Planning if Site Plan or exterior chng 2. Route to other Plan Reviewer(s) affected by change

ADDITIONAL REVIEW / FEES USE ONLY			
Department	Approved By	Date	Fees Due
Land Development / DPW			<input type="checkbox"/> Addtl Fee \$ _____ <input type="checkbox"/> Encr Prmt \$ _____
Building			<input type="checkbox"/> Overtime \$ _____ <input type="checkbox"/> Other Fee \$ _____
Planning			<input type="checkbox"/> Minor Fee \$ _____ <input type="checkbox"/> Major Fee \$ _____
Environmental Health Services			\$

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****See Other Side – Turn Over****