

REVISION REQUEST FORM

ORIGINAL CIVIL PROJECT #: _____ DATE: _____
PROJECT NAME: _____
DRAWING NUMBER: _____
ENGINEERING FIRM: _____ PHONE #: _____
ORIGINAL P.E. FOR THE PROJECT: _____
DEVELOPER: _____

PACKAGE SHALL INCLUDE

1. Revision fee(s). \$100/ sheet for hand change, \$200/sheet for re-plot.
2. Redlined proposed revision(s) on an approved plan sheet(s). If you are submitting replot(s), you must highlight the change(s) and provide a copy of the approved plan(s).
3. Justification for the revision(s). List reason(s) for the revision and who is requesting them, i.e. Developer, Contractor, BLDG Dept. etc. Also, fill out below and sign.

Justification

Sheet(S) _____ Requested by: _____

Reason: _____

Sheet(S) _____ Requested by: _____

Reason: _____

BOND FOR THE PROJECT HAS BEEN RELEASED: YES_____ NO_____

(If the project bond has been released, revision will **not** be allowed to any off-site improvements. Also, if the proposed revision(s) increase the project construction cost by more than **10%**, additional bond and fees may be required).

OFF-SITE PERMIT NO: _____

OFF-SITE PERMIT COMPLETION DATE: _____

I CERTIFY THAT THE WORK PROPOSED BY THE ABOVE REVISION(S) HAS NOT BEEN CONSTRUCTED.

Print P.E. Name: _____

P.E. Signature: _____ DATE: _____

If a different Professional Engineer, who is not the Original Engineer of Record, is requesting this revision, please Initial.

_____ I have conformed with the **NRS & NAC 625** and **Nevada Blue Book** regarding contacting the Original Professional Engineer of Record.

REVISION PROCEDURE CHANGE

Effective January 2007, all revisions to Civil Plan(s) will be project based.

Revision to Civil Set not previously revised

- The Cover Sheet shall contain revision grid that lists all revisions within the Civil Set. Each time a revision is requested, the cover will also be released so that the Revision Grid can be updated. A Revision fee will **not be assessed** for the purpose of updating the Grid.
- If a different Professional Engineer who is not the Original Engineer of Record is proposing to reseal for a revision on certain sheet(s), he/she shall reseal the particular sheet(s) in addition to the cover. Next to his/her seal, they shall indicate that they are sealing for Rev # ___ ONLY, and/or Sheet # _____ ONLY. The cover sheet shall contain ALL the Seal of the Professional Engineer(s) who has taken responsible charge for any of the work in the set.

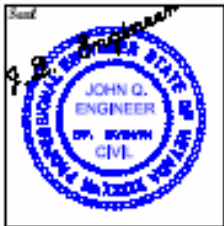
Cover Sheet

REV#	REV. DESCRIPTION	SHEET(S)	APPD BY	DATE APPD
1	Mod. Retaining Wall Height	3,6,7	jc	4/4/2006
2	Sewer Manhole Change	4,5	dp	1/1/2007
3	Pad grade change	3	dp	1/3/2007
4	Rev. sheet Index & adding sheet 11	1,11	dp	1/5/2007

Sheet 3

REV#	REV. DESCRIPTION	APPD BY	DATE APPD
1	Modify Retaining Wall Height	jc	4/4/2006
3	Pad grade change	dp	1/3/2007

E
X
A
M
P
L
E
S



5/4/2006

For Revision 1 ONLY



5/4/2006

For Revision 4 and Sheet 11 ONLY
(In the case where a new sheet is added)

If new P.E. works for different Firm than the original P.E.
add:
FIRM NAME:
PHONE #:

Revision to Civil Set previously revised

- For existing projects that already have revisions, go through all sheets and determine the highest numbered revision. For example, if sheet 4 (sheet with the most revisions of the set) has 2 existing revisions, the cover Revision Grid will start with Revision number 3.

Cover Sheet - example

REV#	REV. DESCRIPTION	SHEET(S)	APPD BY	DATE APPD
3	Modify Retaining Wall Height	5	dp	1/7/07