



# CITY OF BILLINGS

## BUILDING & SAFETY DIVISION

2825 3<sup>rd</sup> Avenue North, 4<sup>th</sup> floor  
Billings, Montana 59101  
Office (406) 657-8270  
Fax (406) 657-8252

### PLAN REVISION APPLICATION

**ALL PLAN CHANGES AFTER PERMIT APPROVAL MUST BE SUBMITTED TO THE BUILDING DIVISION FOR PLAN REVIEW AND APPROVAL PRIOR TO CONSTRUCTION OR INSPECTION**

Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

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

Contact Information:  CONTRACTOR  OWNER  OTHER \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

COMMERCIAL (\$45 SUBMITTAL FEE) \*Additional Plan Review fees may be incurred\*

RESIDENTIAL (\$20 SUBMITTAL FEE) \*Additional Plan Review fees may be incurred\*

Detailed Description of Changes: \_\_\_\_\_

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

Submit **2 SETS** of all revised plans and any supporting documents. Revisions to signed/sealed plans shall be prepared and signed by the designer of record.

**\*\*ADDITIONAL SETS MAY BE REQUIRED BY OTHER DEPARTMENTS DEPENDING ON THE SCOPE OF THE CHANGES\*\***

**FOR CHANGES MADE IN THE FIELD:** This application and revised plans must be submitted to the Building Division by 4:00pm the NEXT WORKING DAY after installation or a STOP WORK ORDER will be issued and fines may be imposed.

NO ADDITIONAL INSPECTIONS WILL BE CONDUCTED OR APPROVED UNTIL THE CHANGES ARE APPROVED BY THE BUILDING DIVISION.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_