

A ALTER LANDSCAPING LOCATION TOTAL AREA UNCHANGED KJY 4/26/23 REV. DESCRIPTION

BY DATE



City of Portland, Oregon - Bureau of Development Services



1900 SW Fourth Avenue • Portland, Oregon 97201 | 503-823-7300 | www.portland.gov/bds

Permit Revision Submittal Requirements and Application

A Permit Revision is required when there are proposed changes to the project after the permit has been issued. This may arise due to discrepancies between the city-approved permit drawings and actual field conditions, or the customer has changed their mind about an aspect of the project. In all cases, a revision to the existing permit must be submitted, reviewed and approved.

Minimum Submittal Requirements (check all box	es and sign below):
☐ A copy of this application.	
 One PDF copy of plans for electronic submittals or three copies for paper submittals. All plans must clearly reflect the proposed change(s). Changes must be bubbled. 	
☐ Project narrative for extensive revisions.	
 One PDF copy of calculations and other supporting documents for electronic submittals or two copies for paper submittals. Copy of Inspector's correction notice, if the revision is due to an inspection correction. One PDF copy for electronic submittals and two copies for paper submittals. 	
Applicant Name	
Street Address	City/State/ZIP
Email	Phone
	Issued Permit #
Job Site Address	City/State/ZIP
Description of Revision	
Applicant Signature	Date
Fees: An invoice with permit fees will be sent to the applicant of Revisions are subject to fees associated with plan review	once minimum submittal requirements have been verified. Permit w, processing and any increase in project value.
The Bureau of Development Services fee schedule is on the BDS web site: www.portlandoregon.gov/bds/article/102792	
Helpful Information: Bureau of Development Services City of Portland, Oreg 1900 SW 4th Avenue, Portland, OR 97201 For Hours Call 503-823-7310 or visit www.portlandorego	
Important Telephone Numbers: BDS main number DSC automated information line Building code information BDS 24-hour inspection request line Residential information for one- and two-family dwelling General Permit Processing and Fee Estimate info	503-823-7300 503-823-7310 503-823-1456 503-823-7000 503-823-7388 503-823-7357

503-823-7526

503-823-6868

Zoning Information Line

City of Portland TTY