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). $54 Admin Fee. $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). Submit one copy of the revision for Land Development and one copy for each affected area below*:

☐ Traffic/DEVCO	☐ Sewer	☐ Flood	☐ Planning	☐ Fire
• Street Alignment Revisions • Driveway Revisions	• Utility Revisions • Sewer Access Revisions • Easement Revisions	• Grading Revisions • Storm Drain Revisions	• Wall Height Revisions • Lot Adjustments	• Street / Fire Lane Rev's • Fire Line / Hydrant Rev's

*-If unsure about affected departments submit 6 copies of the revision.

3. ☐ Justification for the revision(s).

Justification: _____

Sheet Name(S) being re-plotted: _____

Sheet Name(S) being hand changed: _____

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).

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 <u>addition</u> 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.
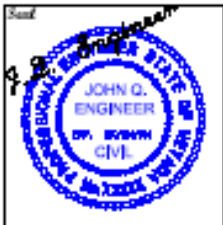
Cover Sheet

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

5/4/2006

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

For Revision **1** ONLY

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

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