



PLG-204 must be first page of the Letter (LTR) file. Documents cannot be restricted by digital signatures or otherwise.

A. Project Information	
APN: _____	Date: _____
Permit No.: _____	Name: _____

B. Revisions
Either check (a), <u>OR</u> check (b) and describe the additional changes.
<input type="checkbox"/> (a) Revised for review comments, <i>no</i> additional changes.
<input type="checkbox"/> (b) Revised for review comments, <i>plus</i> the additional changes described below.
(Example: Living room was extended 2 feet, roof framing changed to trusses, and wood entry deck changed to concrete.)

C. Resubmittal
Submittals must meet all County and ePlan requirements to be accepted for review.
<ol style="list-style-type: none"> <li>Once all agency reviews are complete, the <a href="#">Application Status</a> changes to <i>Resubmittal</i>, the ePlan portal is <i>unlocked</i> to allow uploads, and a notification is sent to the email registered to the ePlan account.</li> <li>Revisions must address corrections for all agencies and be identified with clouding &amp; delta markers. Each time a file is uploaded, it must contain <b>all sheets/documents needed for issuance</b>, not just the new/revised portions. Do not upload files unless they contain revisions.</li> <li>The Letter file (with PLG-204 as 1<sup>st</sup> page) must include an annotated copy of all correction comments and explain revision locations with sheet/drawing numbers. Do not include any other documents in this file.</li> </ol>
<ol style="list-style-type: none"> <li>Once all necessary files are uploaded, <b>you must notify CDI</b> by clicking the green notification button. Staff will assess the uploads and then email you that they were accepted for review or explain what is needed for acceptance.</li> </ol>
<div style="border: 1px solid black; padding: 5px; display: flex; align-items: center;"> <div style="background-color: #4CAF50; color: white; border-radius: 15px; padding: 5px 15px; margin-right: 10px;">Send Resubmittal Notification</div> <span style="color: red; font-weight: bold;">Notify Planning when submittal is ready for review.</span> </div>