



**Palm Beach County Building Division
Permit Application Corrections Routing Form**

**Multi-Family/Non-Residential Projects
Please Fill Out Reverse Side.**

P.R. Number : _____

Date : _____

KEY TO EFFICIENTLY MEETING THE TIMELINES OF THE CONSTRUCTION INDUSTRY IS THEIR EFFECTIVE RESPONSE TO CODE REVIEW COMMENTS (please see note* below).

Please indicate in the first column below, where the re-submittal of additional or corrected documents are to be delivered for additional review.

Review Group Required	Office Use Only			
	Reviewed By	Date In	Date Out	Approved/Rejected
<input type="checkbox"/> Permit Technician				
<input type="checkbox"/> Site Planning				
<input type="checkbox"/> Fire Rescue				
<input type="checkbox"/> Plans Examiner				
<input type="checkbox"/> Landscaping				
<input type="checkbox"/> ERM				

Authorized Signature _____

Date _____

Name of Signatory (Print) _____

*** Note:**
Palm Beach County Ordinance 2003 - 012 states that a \$50 per page fee shall be assessed for excess plan review, defined as resubmittal after the second critique on the same item.

Florida Statute 553.80.2(b) states that a local government shall impose a fee of four times the plans review portion of the permit fee, each time after the third review, where design documents are rejected for failure to correct a code violation specifically and continuously noted in each rejection.

(See examples on back)

Fee Assessment for Excess Plan Review

Number of Reviews	Review Results	Fee Assessment
First Review	Approved or Rejected with Critique Items	Included in Permit Review Fee
Second Review	Approved	Included in Permit Review Fee
Second Review	Rejected with Same Critique Items Remaining	Fee of \$50 per Page Affected by Same Remaining Critiqued Items
Third Review	Approved	No Additional Fee
Third Review	Rejected with Same Critique Items Remaining	Fee of Four Times the Initial Permit Review Fee
The additional four times the review fee shall be assessed for each additional review rejected for the same critiqued items specifically and continuously noted in each rejection.		

Commercial Project Resubmittal

PR#: _____

Circle One:
Permit Type:

4 6 9

Items Submitted

Quantity

- | | |
|--|-------|
| <input type="checkbox"/> Site Surveys | _____ |
| <input type="checkbox"/> Result Letter | _____ |
| <input type="checkbox"/> DRO Site Plans | _____ |
| <input type="checkbox"/> Conditions Of Approvals | _____ |
| <input type="checkbox"/> Landscaping Plans-3 sets required and 1 set of civil drawings | _____ |
| <input type="checkbox"/> Site Utilities Plan (Health) | _____ |
| <input type="checkbox"/> Civil Plans- # of sets _____ | _____ |
| <input type="checkbox"/> Product Approvals _____ | _____ |
| _____ | _____ |
| <input type="checkbox"/> Architectural drawings _____ | _____ |
| _____ | _____ |
| <input type="checkbox"/> Structural Drawings _____ | _____ |
| _____ | _____ |
| <input type="checkbox"/> Mechanical Drawings | _____ |
| <input type="checkbox"/> Electrical Drawings | _____ |
| <input type="checkbox"/> Plumbing Drawings | _____ |
| <input type="checkbox"/> HVAC Energy Calculations | _____ |
| <input type="checkbox"/> HVAC Equipment Schedule | _____ |
| <input type="checkbox"/> Revised Application | _____ |
| <input type="checkbox"/> Other _____ | _____ |

Contact Person: _____ Phone: _____