Applicant Resubmit Checklist

Complete this form with every resubmittal and upload it as a PDF to the Documents folder in ProjectDox. An incomplete form could delay review of your submittal.
You must check off an answer box to each Yes/No question.
When answering Yes, add detailed information about what you did and why. Answer in full.

Date (YY/MM/DD) & time (H:MM) of document creation:

1. Have there been any changes to the Site Plan?   Yes   No

2. Have any structures been added or removed?   Yes   No

3. Have any exterior elements been changed?   Yes   No

4. Has the building square footage increased or decreased?   Yes   No

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5.   Have the number of dwelling units increased or decreased?   Yes   No

6.   Have plumbing fixture been added or removed?   Yes   No

7.   Has shoring been added or changed?   Yes   No

8.   Have utilities been added, removed or relocated?   Yes   No

9.   Have fire sprinklers been added or removed?   Yes   No

10.   Do any changes or modifications affect the mechanical   Yes   No
        systems?

11. Have any additional changes been made that were   Yes   No
     not in direct response to a checklist/changemark item?

12. If additional narrative is needed, additional documents may be uploaded to the
     Documents folder in ProjectDox.

     Were additional documents uploaded?   Yes   No

     After completing this form, **save it as a PDF** with the filename convention:
     Resubmit Checklist YYYY-MM-DD (where YYYY-MM-DD is a 4-digit year, 2-digit
     month number, and 2-digit day number).
     For example: Resubmit Checklist 2021-02-26.pdf.
     Upload the PDF to the Documents Folder in ProjectDox.

     # Thank You