



**Bureau of
Development
Services** FROM CONCEPT
TO CONSTRUCTION

Applicant Resubmit Checklist

Complete this form with *every* resubmittal and **upload** it to the **Documents** folder in ProjectDox. An incomplete form could delay review of your submittal. You **must** answer *Yes* or *No* to each Yes/No question. When answering *Yes*, additional details will be requested and **must** be answered in full.

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

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

6. Have plumbing fixtures 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 modification affect the mechanical systems? Yes No

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

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 with the filename **Narrative Checklist YYYY-MM-DD** (where YYYY-MM-DD is a 4-digit year, 2-digit month number, and 2-digit day number; for example: *Narrative Checklist 2020-02-26.pdf*), and **upload** it to the **Documents Folder** in ProjectDox.

Thank You