

**City of Olathe**  
**CHANGES IN RESIDENTIAL**  
**PLAN FILES**

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Plan file # \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

You need to clearly identify all the changes being made to the original plans by either marking the plans (highlight or cloud all changed areas) or explain in depth the changes. If not, the plans may be denied.

explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1) Will the change you are submitting be for all permits with this plan file number?  
 YES  NO

If no, what permit numbers and addresses will be affected? \_\_\_\_\_  
\_\_\_\_\_

2) Will this change affect your square footage?  
 YES  NO

3) Are there any existing homes built with the original plan file specifications?  
 YES  NO

4) Is the change an option that you will continue to offer? (Will you be building the home with the originally submitted version and with the change you are submitting?)  
 YES  NO

Applicant's signature \_\_\_\_\_ fee collected \_\_\_\_\_  
DESIGNATED AGENT/REPRESENTATIVE OF THE BUILDER/APPLICANT PAID AT SUBMITTAL

**\*\*PLEASE NOTE: A \$35.00 ADDENDUM PLAN REVIEW FEE APPLIES. IF CHANGES ARE SIGNIFICANT ENOUGH (DETERMINED BY PLANS EXAMINER) WE MAY ASSIGN A NEW PLAN FILE NUMBER. 15% OF THE BUILDING PERMIT FEE WOULD BE ASSESSED FOR THE PLAN REVIEW FEE.**