



CITY OF COEUR D'ALENE Building Department

710 E MULLAN AVE COEUR D'ALENE ID 83814 208-769-2267

ROUTING FORM

Internal Office Use Only

Revision _____

Routed Date: _____

By: _____

*Any revisions or additional information submitted after the initial application or after permits are issued requires this form to be completed and included with the submittal package. All changes to drawings shall be clearly identified by clouding with revision numbers or some other means to clearly identify the changes. **Revision submittals require a PDF copy of the drawings and routing form. PDF files must be flattened and SHX comments removed prior to submittal. Revisions may be submitted in person, uploaded as submitted files, or emailed to CDApermits@cdaid.org.***

- Commercial Residential Owner Requested Changes
 Addenda Submittal Staff Requested Changes: _____
City Staff Name

Permit Number: _____ Job Address: _____

Project: _____ Contact Person: _____

Phone Number: _____ Email: _____

Description of Submittal:

Sheet Numbers in this Submittal:

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Submitted By _____

Date _____

Internal Office Use Only
Department Approvals

<table border="0"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;">IN OUT</td> </tr> <tr> <td>Building</td> <td></td> </tr> <tr> <td>City Engineer</td> <td></td> </tr> <tr> <td>Engineering</td> <td></td> </tr> <tr> <td>Fire</td> <td></td> </tr> <tr> <td>Mechanical</td> <td></td> </tr> <tr> <td>Permit Tech</td> <td></td> </tr> </table>		IN OUT	Building		City Engineer		Engineering		Fire		Mechanical		Permit Tech		<table border="0"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: center;">IN OUT</td> </tr> <tr> <td>Planning</td> <td></td> </tr> <tr> <td>Plumbing</td> <td></td> </tr> <tr> <td>Pretreatment</td> <td></td> </tr> <tr> <td>Urban Forestry</td> <td></td> </tr> <tr> <td>Water</td> <td></td> </tr> <tr> <td>WW</td> <td></td> </tr> </table>		IN OUT	Planning		Plumbing		Pretreatment		Urban Forestry		Water		WW	
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REVISION(S) RECEIVED

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Fee: _____