



# 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](mailto: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**

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**REVISION(S) RECEIVED**

Date: \_\_\_\_\_  
 Time: \_\_\_\_\_  
 By: \_\_\_\_\_

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Fee: \_\_\_\_\_