



BUILDING PERMIT ADDENDUM APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0520
P.O. Box 1687
Jackson, WY 83001 | www.townofjackson.com

**RETURN YOUR ADDENDUM SUBMITTAL WITH THIS FORM AS THE COVER PAGE TO THE BUILDING
DEPARTMENT FOR REVIEW**

If you do not have following information we cannot accept your submittal.

1. **DATE:** _____
2. **CONTACT PERSON:** _____ **PHONE NUMBER:** _____
3. **EMAIL ADDRESS:** _____
4. **PERMIT #** _____
5. **ADDRESS:** _____
6. ____ **Submit only the revised sheets.**
7. ____ **Summary page/transmittal of the changes and page numbers where changes are shown.**
8. ____ **Changes must be clouded on the plan sheet(s).**
9. ____ **Email all submittal material to kbowlin@jacksonwy.gov**

NOTE: Additional plan review required by changes, additions, or revisions to approved plan will incur a minimum 1-hour charge - \$50.00 per hour. Building permit fees will be assessed for additional square footage. Inspections cannot be requested until addendum is approved and paid for.