



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 townbuilding@jacksonwy.gov

NOTE: Additional plan review required by changes, additions, or revisions to approved plan will incur a minimum 1-hour charge - \$100.00 per hour. Building permit fees will be assessed for additional square footage. Inspections cannot be requested until addendum is approved and paid for.