

WALK-IN REVISION DAY

Days: Tuesday and Thursday

Time: 8:00am – 11:00am

What: Revisions Critical for Construction Inspection Continuation Only

Walk-In Revision Day has been designated for review of Revisions that are critical for construction inspection continuation **ONLY** and are typically in response to inspector comments or correction notices issued.

Revisions must be uploaded to the permit by noon the day prior to the Walk-In Revision Day via the on-line permitting system, Accela Citizen Access (ACA), <https://ca.rcid.org/citizenaccess/>. In addition to the drawings/sketches, a detailed description of the changes in the form of a narrative must also be uploaded to the permit electronically. Once uploaded, the submitter is also required to email the Permit Technicians to let them know that the drawings and narrative have been uploaded for Walk-In Revision Day at: RCIDPermits@rcid.org. The day of the Walk-In, the contractor must come into the office in person. All reviews will be done on a first-come, first-served basis. RCID will not process the Revision over the phone or via an email request.

Not included as a Walk-In Revision:

- New Permit Applications
- Revisions/Amendments on Permits not Issued
- Deferred Submittals
- Large Revisions/Amendments (that are part of the design modifications and do not affect the immediate inspection process)
- Response to Plan Review Comments