


City of La Quinta Public Works Department - Mylar Revision Plan Review Checklist

- Past approved plans for reference with revision submittal.
- City Engineer signature block.
- Building and/or Community Development Department signature blocks as required.
- EOR Signatures obtained at original signature block.
- EOR Signature for all new Substitute Mylar blocks.
- Past or old clouding, number...etc. has been removed.
- Substitute Mylar number correct.
- Delta changes in the substitute mylar stamp correctly identified.
- Substitute Mylar box obtains the correct date of mylar approved plan.
- Revision boxes signed.
- Revisions are properly clouded (not over nor under clouded).
- Soils Engineer & Signature as required.
- Plan view triangle box numbering okay, triangle numbering & revisions are per sheet, reset per revision number.
- Purpose of revision clearly identified.
- Provide new offsite permission letter (if required) for revised plan.
- Example 1st substitute mylar block for reference:

1st SUBSTITUTE MYLAR

This mylar is identical to the mylar approved
by the City Engineer on _____
except for the revisions noted hereon.

 signature of design professional RCE
SEAL