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## Notice of Incomplete Application

**Permit Application Number: PRAB231069**

**Property Address:**

August 22, 2023

Dear Applicant,

A permit application has been received by this office on August 21, 2023. The following required items are outstanding:

- Structural Plans - Please submit Structural Plans as one PDF titled "Structural Plans."
- MEP Plans - Please submit MEP Plans as one PDF titled "MEP Plans."
- Site Plan - Please submit a Site Plan as one PDF titled "Site Plan."
- Soil Report - Please submit a Soil Report as one PDF titled "Soil Report."
- Architectural Plans - Please submit Architectural Plans as one PDF titled "Architectural Plans."

Please upload the required items or documents requested above to the CityView Portal under your permit number. Once we receive the required submittal items we will then begin the Plan Review process. Permit applications become void after 180-days if left incomplete.

Should you require further information, please do not hesitate to contact me.

Thank you,

Nick Neiberger

*Permit Tech*

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Building Services