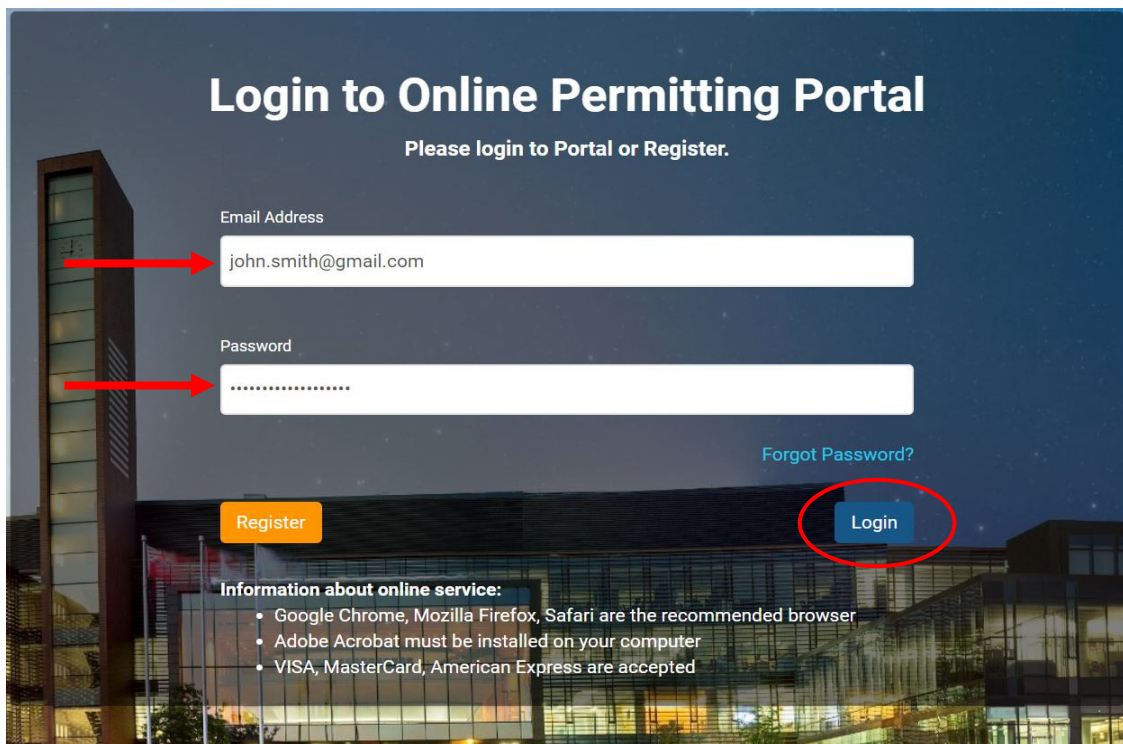


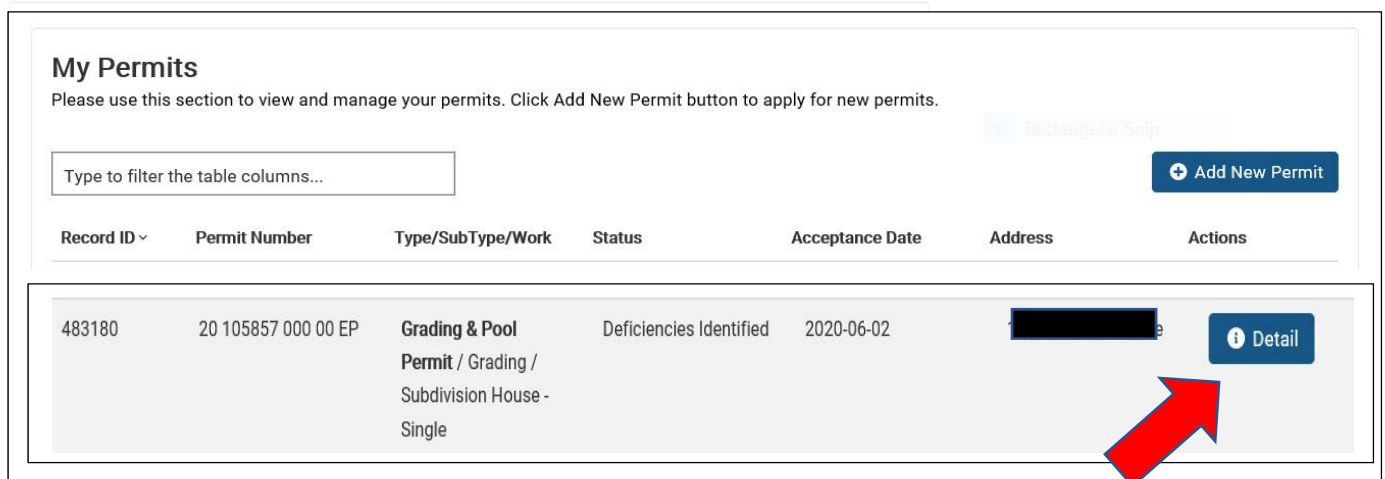
**You have received notification of a deficiency on your permit application and are required to submit an updated drawing and/or other documentation.**

**Follow these steps**

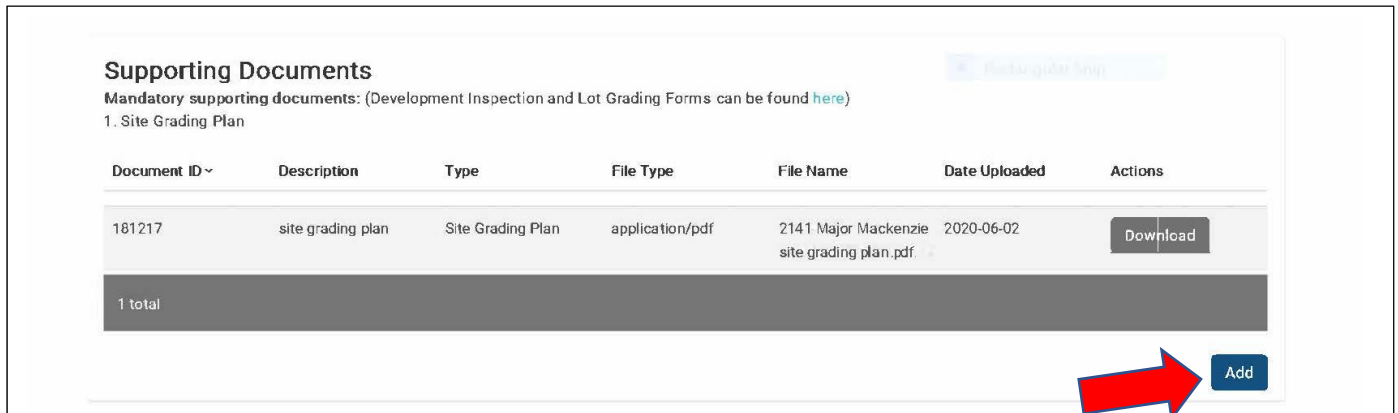
Go to: **DE PORTAL** and enter your login credentials



Under **“My Permits”** section - Select **“Details”** of the deficient permit.

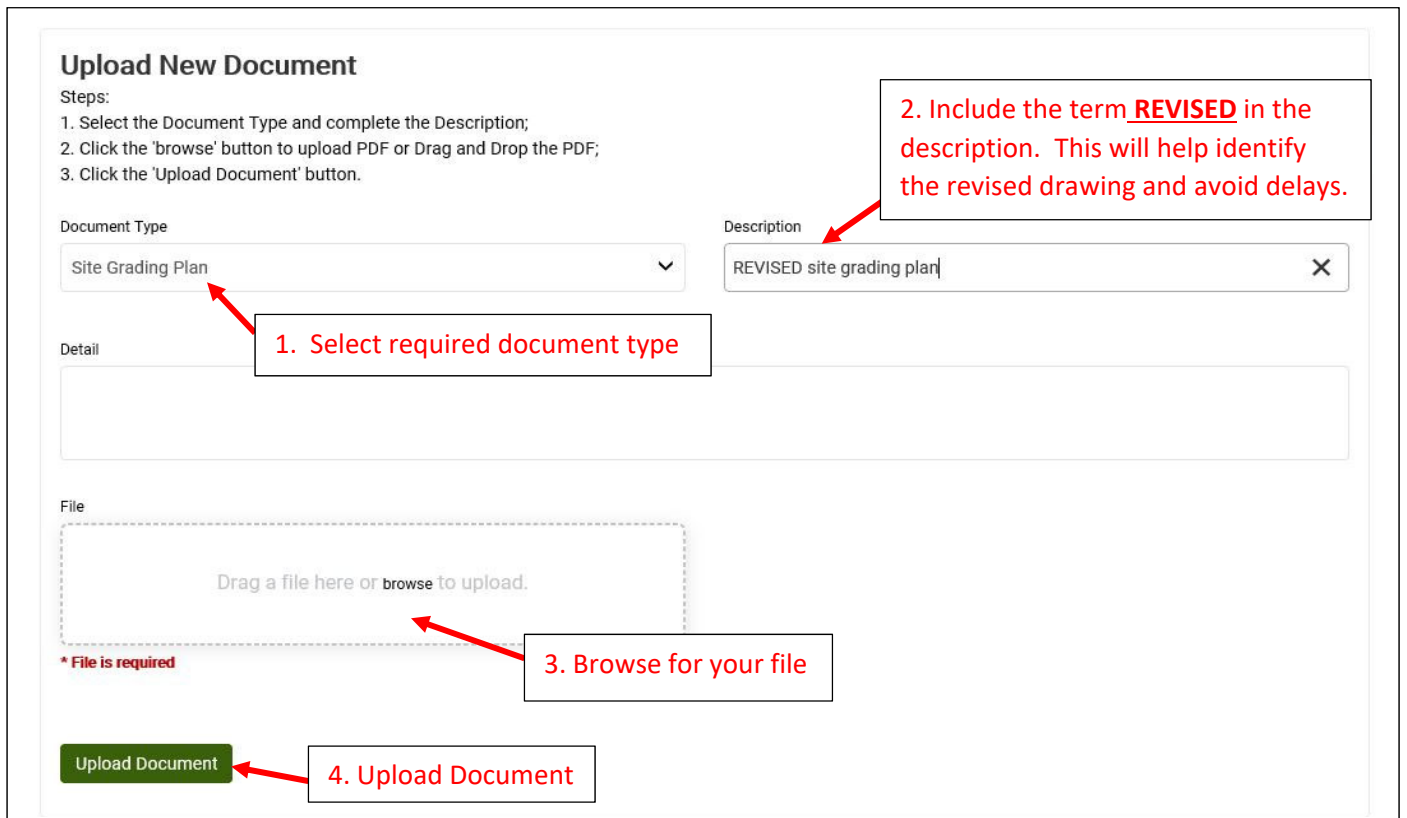


Navigate to **Supporting Documents** section and select **“Add”**



Upload revised drawing or submit missing documentation.

1. From **\* Document Type** select required document/drawing.
2. Please include the term **REVISED** in your description. This will help identify the revised drawing and avoid delays.
3. Select **“Browse”** to find your files for upload.
4. Select **“Upload Document”**



You will now see the uploaded REVISED documents in your supporting documents.

**Supporting Documents**  
Mandatory supporting documents: (Development Inspection and Lot Grading Forms can be found [here](#))  
1. Site Grading Plan

Document ID	Description	Type	File Type	File Name	Date Uploaded	Actions
181230	REVISED site grading plan	Site Grading Plan	application/pdf	2141 Major Mackenzie Drive site grading plan v2.pdf	2020-06-02	<a href="#">Download</a>
181217	site grading plan	Site Grading Plan	application/pdf	2141 Major Mackenzie site grading plan.pdf	2020-06-02	<a href="#">Download</a>

2 total

You have successfully submitted your revised documentation. A notification of your resubmission will be sent to the Reviewer directly.