

EXPLANATION OF EXPIRATIONS AND EXTENSIONS

PLAN CHECKS:

Plan Check Expiration: Expiration of Plan Review. Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation and plans submitted for review may thereafter be returned to the applicant or destroyed by the building official. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

Extension

The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

Extension Fee

The payment of an extension fee is determined by the Building Official, not to exceed 25 percent of the plan check fee.

Planning Approval

Building Division plan check cannot be extended by Building Division if the Planning Division Approval has expired. The extension for Building Division plan check cannot be extended further than the Planning Division approval expiration date. All extension requests must be approved by Planning and Building Division when Planning Division has a timeframe on their approvals. Please check your Planning Division conditions of approval for their approval expiration date.

Code Change

Plans submitted and designed under an older version of the code cannot be extended once the new code comes in to effect.

PERMITS

Permit Expiration. Every permit issued by the building official under the provisions of this Code shall expire automatically by limitation and become null and void one year after the date of the last required building inspection approved by the building official or if work authorized by such permit is not commenced within one year from the issuance date of such permit.

When requested in writing by the applicant, the building official within his/her discretion may grant one or more extensions not exceeding 180 days per extension, provided:

1. The duration of time from the date of expiration has not exceeded 180 days;
2. Circumstances beyond the control of the applicant have prevented action from being taken;
3. No changes have been made or will be made in the original plans and calculations for such work;
4. An extension fee is paid in an amount determined by city council resolution.

Where a permit has expired and does not meet the preceding criteria, a permit may be issued for the remaining work based on the remaining work valuation subject to compliance with current regulations and payment of plan check and permit fees