



Permit/Application Extension Request

Rev.20260505

Permit/Application Extension Fee is \$45

Name of Applicant: _____ Company Name: _____

Email: _____ Phone Number: _____

Site Address: _____

Application/Permit #: _____ Date of Request: _____

Request Type (choose one):

- Permit Extension
- Permit Application Extension (*permit not yet issued*)
- Residential
- Commercial

Number of previous extensions: _____

Has work on this project commenced: Yes No

Have inspections been done: Yes No If yes, last inspection date: _____

Expected project completion date: (no more than 180 days from expiration date)

Please explain the reason for your request, in detail. Provide a timeline for your project, and include a complete summary of the status of your project:

For Internal Use Only _____

Authorization:

Building Official (*Permit Extension*): _____

Permit Manager (*Application Extension*): _____

Approved: Yes No Comments: _____