



PLUMAS COUNTY BUILDING DEPARTMENT

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Expiration Policy for both:

Building Permit Submittals & Issued Permits (Revised 5/29/2019)

Building Permit Submittal Expiration: (Building Permit Applied for but Not Issued)

Time Limit of Submittal:

A submittal for a building permit shall expire 12 months after the date of filing unless a building permit has been issued, or an extension of time granted.

Extension of Time:

At the discretion of the Building Services Director, upon written request made by the applicant, a one hundred eighty day extension of time may be granted. A submittal cannot be extended more than twice. An administrative fee for each extension of time is charged, currently \$66.25.

Expired Application:

To recommence activity on an expired application, a complete new submittal is required. The new submittal must comply with all current codes, ordinances, fees, and assessments in effect at the time of the new submittal.

Responsibility:

It is the sole responsibility of the applicant to track the expiration status of the application.

Owner: _____ Date: _____

Building Permit Expiration:

(Building Permit Issued PCC, ORD 16-1105)

Building Permit Expiration:

Every building permit shall expire twenty-four months after issuance, and becomes invalid if either of the following conditions occurs, and an extension of time has not been granted:

1. The work authorized by the permit is not commenced within one hundred eighty days of the permit issuance date; or
2. The work authorized by such permit is suspended or abandoned for a period of one hundred eighty days after the work is commenced.

Determining Commencement or Abandonment of Work:

For determining permit expiration, the following applies:

1. Work is deemed to have commenced when the first required inspection has been performed and fully approved (typically the footing inspection).
2. Work is deemed to have been suspended or abandoned when more than one hundred eighty days has elapsed between approvals of required inspections. Informational type inspections without approval of work completed do not extend the expiration date.

Extension of Time: One hundred eighty day extensions of time may be requested:

1. Before Work is Commenced:

If the work authorized by the permit has not commenced within one hundred eighty days of the permit issuance date, submit a written request for an extension of time. The request must give just cause, and projected date for starting work, with a time line for keeping the permit active to completion. The request must be received prior to the permit expiration date. No more than two, one hundred eighty day extensions will be granted. An administrative fee for each extension of time is charged, currently \$66.25.

2. After Work is Commenced:

If the work authorized by such permit has commenced, but is suspended or abandoned for a period of one hundred eighty days after the work is commenced, submit a written request for an extension of time. The request must give just cause, and a time line for keeping the permit active to completion. The request must be received prior to the permit expiration date. While there is no limit to the number of extensions available, each extension is granted subject to the Building Services Director's review and approval. Documented abuse of the extension policy will be grounds for extensions being denied by the Building Services Director.

Reinstating an Expired Building Permit:

To be eligible for reinstatement, work must have commenced as described above. An expired building permit may be reinstated one time with the Building Services Director's review and approval, and upon payment of a reinstatement fee. Reinstatement is not available if work had not commenced. The reinstatement fees shall be calculated as follows:

- A. If additional plan review is determined to be necessary, it will be charged at the current hourly rate.
- B. Inspections not previously fully approved and signed off are charged as a percentage of the total fees that would be charged for a new permit, as follows:
 - a. 100% - no previously signed off inspections.
 - b. 80% - all foundation inspections signed off.
 - c. 75% - all inspections through ice dam signed off.
 - d. 35% - all inspections through 4-R signed off.
 - e. 25% - all inspections through insulation signed off.
 - f. 20% - all inspections through gyp-board signed off.
 - g. Division hourly rate when all inspections except final inspection signed off.

A reinstated permit remains valid according to the expiration limits set forth in this policy.

Resume Activity on an Expired Building Permit Not Eligible for Reinstatement:

To resume activity on an expired building permit that is not eligible for reinstatement, a new submittal is required. The new submittal must comply with all Codes, ordinances, fees, and assessments in effect at the time of the new submittal.

Responsibility:

It is the sole responsibility of the permit holder to track the status of the building permit.

Refund of fees:

80% of the plan check and/or inspection fees are refundable if the permit has not expired, and no plan check or inspections have been performed.* No fees are refundable if plan check or inspections have commenced.

*20% of the fee is retained to cover administrative costs.

Owner: _____ Date: _____

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