

	City of Casa Grande Development Center Policies & Procedures	Effective Date: October 1, 2015
	Title: Building Permit Extension Requests	Date Reviewed: October 1, 2015
		Department of Primary Responsibility: Building Safety
		Policy Number: B - GP - 003 - 2015

Occasionally there are issues that arise during construction that cause unforeseen delays in the process. When this causes inspection delays the permit can expire. If a project experiences this City code allows for an extension of the expiration date.

The City of Casa Grande Building and Technical Administrative Code 2014 Edition Section 105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The project is deemed to have been abandoned if there is a period exceeding 180 days without passing a required inspection. The Building Official is authorized to grant, in writing, no more than two extensions of time, for periods not more than 180 days each, except under special circumstances to the satisfaction of the Building Official. The extension shall be requested in writing, justifiable cause demonstrated, and must be requested before the expiration date of the permit.

If a project has a delay that threatens to push the project past the expiration date before an inspection can be made the applicant may request an extension by:

1. Writing a letter on company letterhead requesting the extension,
2. Provide the reason(s) for the delay in construction,
3. State the number of days for the extension (maximum of 180), and
4. Request the extension before the permit has expired.

The Building Official will review the request and make his determination. The applicant will be notified once the determination has been made.