



REGULATIONS GOVERNING
PERMIT EXPIRATION AND EXTENSION

PINAL COUNTY BUILDING SAFETY DEPARTMENT
P.O. BOX 1610, FLORENCE, AZ. 85232
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INFORMATION
BULLETIN

008

March 7, 2007

Permit expiration and extension requirements are covered in Sec. R105.5 of the **International Residential Code (IRC)**. Definitions and procedural information are provided below.

I. DEFINITIONS

An Issued Permit is a permit that has been approved and dated by the Building Safety Department and for which the Permit Fee has been paid.

A Permit Date is the date the permit form was completed by the Building Safety Department.

II. PERMIT EXPIRATION

A permit shall expire by limitation and become null and void for any of the following reasons:

A. The building or work has not begun within one hundred eighty (180) calendar days after the permit date; or,

B. The building or work is suspended or abandoned for 180 consecutive calendar days at any time after work is commenced.

III. PERMIT EXTENSION

A permit which is about to expire may be extended by the building official for a period not to exceed 180 days, if an extension is applied for, in writing to the Building Official, before the permit expires.

IV. PERMIT RENEWAL

An expired permit may be renewed if expiration date has not exceeded one year. The renewal fee is one half the amount for a new permit, provided no changes have been made or will

be made in the original plans and specifications.

V. INSPECTIONS

An issued permit is automatically extended for 180 days from the date of the last inspection. Failed inspections **do not** automatically extend a permit. If inspection for the same work fails three times, a reinspection fee may be charged.

VI. EXPIRATION OF PLAN REVIEW

Applications for which no permit has been issued within 180 days following the date of such application will expire by limitation, and plans and other data submitted for review may be returned to the applicant or destroyed by the building official.

The building official may extend the time for action by the applicant for a period not exceeding 180 days. Request by the applicant must be made in writing showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

VII. FEE REFUNDS

The Building Official may authorize the refund of not more than 80 percent of the plan review fee, provided the review has not been performed.

The Building Official may authorize the refund of not more than 80 percent of the permit fee paid, provided no work has been done which is authorized by such permit.

*See attached refund request form.

REFUND REQUEST FORM

Pinal County
Department of Building Safety
P.O. Box 1610
Florence, AZ 85232

Date _____

Tracking/Plan # _____

Permit # _____

Project address _____

REASON FOR REQUEST:

It is understood that only 80% of the fees will be refunded and I will have to submit along with this form, a copy of the permit (if applicable) and receipt to Building Safety. Permit fees are non-refundable after commencement of construction. Plan Review fees are non-refundable upon completion of the plan review.

PLEASE MAIL REFUND TO: (please print)

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Requestors phone number: _____

Requestors signature: _____

Approved: _____

Signature of Approving Authority

Refund = 80% of _____ = _____