CITY OF CORONADO

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUILDING DIVISION
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HANDOUT
212
JULY 2012

PERMIT EXPIRATION NOTICE

PURPOSE: To notify permit holders of expired permits on their project / property.

AUTHORITY: 1997 Uniform Administrative Code, Sections 303.4, 303.5, and 304.4

303.4 Expiration. *"Every permit issued by the building official under the provisions of the technical codes shall expire by limitation and become null and void, if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or is the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefor shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has note exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee.*

A permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The building official may extend the time for action by the permittee for a period not exceeding 180 days upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. Permits shall not be extended more than once."

303.5 Suspension or Revocation. *"The building official may, in writing, suspend or revoke a permit issued under the provisions of this code and the technical coeds when the permit is issued in error or on the basis of incorrect information supplied, or in violation of an ordinance or regulation or the provisions of these codes".*

304.4 Expirations of Plan Review. *"Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans, and other data submitted for review may thereafter 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 on written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. An application shall not be extended more than once. An application shall not be extended if this code or any other pertinent laws or ordinances have been amended subsequent to the date of application. In order to renew action on an application after expirations, the applicant shall resubmit plans and pay a new plan review fee."*

NOTES:

1. Please be advised that:
   a. failure to properly complete an issued permit is a violation of the City of Coronado Municipal Code;
   b. this letter may be referred to Code Enforcement for further action;
   c. all plans and documents will be discarded if the permit is not completed within 360 days from the expiration date; and
   d. failure to complete this permit any adversely affect future property transactions.
2. A copy of this Notice shall become a permanent part of the project documents.
3. Please contact the Building Division with additional questions.

DATA:

1. Permit:_____ Project Address:_____
2. Permit issue date:_____ Permit expiration date:_____ Notice date #: _____
3. Reason for expiration:

☐ The plan check period of 180 days has expired and the building permit has not been issued.

☐ No inspection has been scheduled in 180 days since the permit was issued.

☐ No inspection has been scheduled in 180 days since the last inspection on _____.

☐ The permit may be re-instated however fees will be assessed.

☐ The permit has been expired for more than 360 days and cannot be re-instated. New plans, documents and fees must be submitted.