

TO: Permit Processing Staff
FROM: _____
DATE: _____
SUBJECT: Extension Request for Application Number: _____

In accordance with the Ventura County Building Code (VCBC) Section 105.3.2, I hereby request a 180-day extension on the above-subject permit application number for the following reason:

(Attach additional pages if necessary to justify your extension request.)

I understand that that this request can only be approved when all of the following apply:

1. No applicable code changes have occurred since the permit application was submitted on _____.
2. The plan review application has been "APPROVED" as provided in Section 106.3 of the VCBC.
3. The request for extension is accompanied by a fee not less than 10% of the plan review fees in effect at the time of plan review application.
4. There are no changes proposed for the plan review application.

I further understand that any changes to the plans proposed after approval shall automatically cause expiration and a new permit application with new full plan review fees will be required. Unless specifically authorized by the Building Official, and documented as to cause, no application shall be extended more than once.

Print Name

Date

Owner/Applicant Signature

STAFF USE ONLY

Project qualifies for extension? Yes No Extended until: _____

Approved/Denied by

Date

Reason for Denial/Approval _____

cc: Active File

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800 South Victoria Avenue, Ventura, CA 93009 (805) 654-2771 FAX (805) 648-9212

BRANCH OFFICE
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