



APPLICATION EXTENSION REQUEST

Requests for an application extension shall be submitted in writing by the applicant and include the plan and associated permit number(s), reason for the request, as well as the estimated completion date. All factors will be considered during the review process, such as history, type of project, construction code year, etc. In some cases, extension fees and other documentation may be required.

Plan / Permit Number(s): _____

Address: _____

Current status:

Justification for the extension request:

Estimated completion date: _____

Applicant Name: _____

Signature: _____ Date: _____

☐ By checking this box, I agree to electronically signing this form

Email: _____ Phone: _____

An approved extension does not waive the requirements of the Virginia Construction Code §108.8 Time limitation of Application

****Email completed form to constructionservices@pwcgov.org**

FOR OFFICE USE ONLY

Date Received: _____ Received by: _____ Reviewed by: _____

Code Year: _____ Approved/Denied: _____

Comments: _____