



PERMIT EXTENSION REQUEST

Requests for a permit extension shall be submitted in writing by the Permit Holder and include all permit number(s), current level of completion, 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, and code enforcement activities related to the project. In some cases, extension fees and other documentation may be required.

Permit Number(s): _____

Address: _____

Current level of completion (include all approved inspections):

Justification for the extension request:

Estimated completion date: _____

Permit Holder 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 §110.6
Abandonment of Work

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

FOR OFFICE USE ONLY

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

Approved/Denied: _____

Comments: _____

