



## PERMIT REINSTATEMENT REQUEST

Requests for a permit reinstatement 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, construction code year, and code enforcement activities related to the project. In some cases, a reinstatement fee may apply prior to activating the reinstatement.

Permit Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Current level of completion (include all approved inspections):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Justification for the reinstatement 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](mailto:constructionservices@pwcgov.org)**

### **FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

Code Year: \_\_\_\_\_ Approved/Denied: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_