



Expired Permits

If a property has an expired permit for work done on a property, no other permit will be issued on that property until that expired permit has been reissued.

If a contractor has an expired master permit on a property, that contractor will not be able to have another permit issued for any property in the City until the expired permit is reissued.

Before the permit expires the permit holder can ask for a one time extension of 180 days by filling out the Permit Extension Request form. The fee for that is 10% of the calculated permit fee or \$20.00, whichever is greater but not to exceed \$300.00.

To reissue a permit, please fill out the Expired Permit form. The fee to reissue a permit is 50% of the original calculated building permit fees. If there is a change on contractor, a new Building Permit Application must be filled out along with Change the Contractor of Record Form. The fee for changing the contractor is \$50.00. Note, a change of contractor is required even when the property owner wants to assign the permit to themselves as a homeowner builder and the Disclosure Statement form must also be completed. See limitations on the Disclosure Statement form for property owners to act as their own contractor on their property.