

JEFFERSON COUNTY, WEST VIRGINIA

DEPARTMENT OF ENGINEERING, PLANNING, & ZONING

Office of Permits & Inspections

116 East Washington Street • Suite 100

Charles Town, WV 25414

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permits@jeffersoncountywv.org

Request for Permit Extension

The 2015 International Residential Code, section R105.5 Expiration states: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Permit # _____

Date: _____

Name (print): _____

Signature: _____

Reason for Request:

Please note; if the permit has had an inspection, the expiration date is automatically extended 180 days from the date of inspection.