Applicant has issued permit and can now begin construction on the approved project. Construction must begin within 180 days. Are Building Safety Inspections Required?

Applicant calls Building Safety to schedule required inspections. Progress must be demonstrated every 180 days for permit to remain active. Has construction begun and/or progress demonstrated?

Applicant is notified that permit is subject to expiration and provided remedies. Was Permit Extended?

Applicant is notified by Building Safety and or Land Use when project is nearing completion. Is project nearing completion?

C S & P is notified by Building Safety and or Land Use when project is nearing completion. Is project nearing completion?

C S & P reviews permit record and requests final approvals from any unit, or department with requirements that have not been met prior to permit final. Have all permit requirements been met?

Units notify C S & P staff when requirements of final are met.

C S & P or Building Safety notifies Applicant of requirements needing to be completed in order to final the permit.

Building Safety and C S & P final the Permit Record. Certificate of Occupancy is issued to applicant / Owner if required.

Permit is expired. Permit may be renewed within 1 year of expiration if building codes are the same. Property owner may be subject to enforcement action if construction was begun.

Permit is expired. New submittal is required prior to commencement of construction. Property owner may be subject to enforcement action if construction was begun.