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DEPARTMENT OF CODES AND INSPECTIONS

Rebecca M. Brown
Director

Code Enforcement
Inspections
Land Development
Zoning
GIS

APPLICATION FOR PERMIT RENEWAL
FEE: \$20.00

PROPERTY INFORMATION:

Property Address: _____
Property Owner: _____
Property Owner Address: _____
Property Owner Phone: _____ Email: _____

PERMIT INFORMATION:

Original Permit Number: _____ Date Issued: _____
Job Description: _____

Remaining Work to be Completed: _____

Inspections to be conducted: _____
Date of completion: _____ (must not be greater than permit expiration date)

CONTRACTOR INFORMATION: (if applicable)

Contractor Name: _____
Contractor Phone: _____ Email: _____

As the owner or certified agent of the building, structure or premise where the work is being conducted, I agree to the following:

1. This request for permit renewal will be for a period of six (6) months, or a date determined by the Building Code Official
2. Work is to be completed by the date provided above. If work is not completed by that date, another permit renewal will be required.
3. All inspections must be conducted. Contact our office to schedule all inspections.

Signature: _____ Date Signed: _____

FOR DEPARTMENT USE ONLY: APPROVED DENIED

Notes: _____

City Representative Signature _____ Date: _____