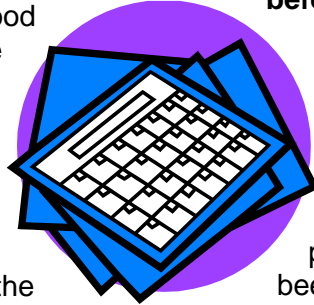


Q. How long is my building permit active?

A. Building permits, once issued, are good for 180 days. Permit expiration dates are then automatically extended by having inspections performed, resulting in an expiration date of 180 days from the last inspection. In other words, if an inspection is performed at least every 180 days, a building permit will remain active until the building is complete, and the Certificate of Occupancy is issued.



Q. If I'm not ready for an inspection within 180 days, can I keep my building permit active?

A. Yes, prior to permit expiration, if a written extension request is sent to the Town showing that circumstances beyond the control of the permittee have prevented work from progressing, an extension, not to exceed 180 days, may be granted. Please note that for an extension request to be granted, it must be received prior to the permit expiration.

Q. If I've already received a written extension, and my permit is about to expire, can I prevent my permit from expiring?

A. Yes, if work has not been abandoned for 180 days or more, plans have not been changed, and work has been progressing, but is not quite ready for a required inspection, then a "Progress Inspection" may be requested upon payment of an \$90.00 fee. An inspection will then be performed, and the progress noted identifying what has been completed. If significant progress has been made, and all site protection (silt and erosion control measures) remain in place, the permit will be active for another 180 days from the date of the inspection. If significant progress has not been made, or if there are silt and erosion control violations, the permit will expire.

Q. What happens if my building permit expires before my project is complete?

A. An expired building permit can be "Re-issued" by payment of an amount $\frac{1}{2}$ of the building permit fee required for a new permit, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that the permit has not been expired for more than 1 year.

Q. What happens if my building permit has been expired for more than 1 year?

To renew action on the permit, a new full permit fee must be paid. If any changes have been made to the original plans and specifications, it will be necessary to begin with a new permit application and review, similar to a new project. However, there are a few exceptions, so please check with the Town to obtain information specific to your circumstance.

Q. Can I move in or use the building before I receive a Certificate of Occupancy?

A. No, The International Building Code, Section 110.1 (IRC R110.1) states in part: No building or structure shall be used or occupied until the building official has issued a Certificate of Occupancy. The Certificate of Occupancy will not be issued until all required inspections have been performed and approved, and any associated permits such as fire sprinkler, fire alarm, electrical, etc. have been completed and finalized.

In addition, any outstanding permit fees must be paid prior to the issuance of the Certificate of Occupancy. It is a civil infraction to occupy a building without obtaining a valid Certificate of Occupancy.

