



Building Permit Extension & Expiration

City of San Diego
Development Services Department

INFORMATION
BULLETIN

117

March 2024

This Information Bulletin describes Building Permit expiration rules and establishes requirements for Permit Extensions as authorized in the San Diego Municipal Code (SDMC) sections, 129.0216 through 129.0219.

A Building Permit is considered utilized when substantial work has been completed and validated by an inspection. Storm water, status, preconstruction and "Customer Request" inspections are not considered valid inspections for utilization of a building permit.

I. INITIAL UTILIZATION OF A BUILDING PERMIT

A building permit shall become **void** if not utilized within one (1) year of the date of permit issuance, unless an extension has been granted per section VI of this bulletin.

II. MAINTAINING UTILIZATION OF A BUILDING PERMIT

A building permit shall become **void** if, after initial utilization of the permit, the work authorized by the permit is suspended or the structure is abandoned for a period of 180 calendar days, unless an extension has been granted per section V of this information bulletin.

III. EXPIRED PERMITS

If a Building Permit has expired and the Permit Holder decides to proceed with the same project, a new application will be required and the project will be subject to new fees and regulations that are in effect at the time the new application is submitted.

Exceptions:

1. Expired building permit for single dwelling, duplexes and townhouses may qualify for completion of work permit if all the conditions have been met:
 - A. All available permit extensions have been granted
 - B. The roof system and rough exterior framing inspections have passed inspection
 - C. No more than 3 years have elapsed from the original permit issuance date
2. Building permits for non-residential, single and multi dwelling units, duplexes and townhouses may qualify for a Final Only permit if all the following conditions have been met:
 - A. All available permit extensions have been granted and
 - B. All required inspections have passed except final or Landscape. All associated Mechanical, Plumbing, Electrical and Fire (MPE&F) permits may also obtain a final only in conjunction with a building final.
 - C. Stand alone Mechanical, Plumbing, Electrical and Fire (MPE&F) permits are not eligible for final only permits.

IV. EXPIRATION OF A BUILDING PERMIT

A building permit for detached one and two-family units, dwellings or townhouses, as defined in the California Residential Code, and their accessory structures, shall expire two years after the date of permit issuance. A Building Permit for all other projects shall expire four years after the date of permit issuance. If the building or work authorized by a Building Permit has not received final inspection approval by the permit expiration date, all work shall stop until a new permit is issued.

All Electrical, Plumbing, Mechanical, or Fire Permits associated with a Building Permit shall expire concurrently with the Building Permit, and may be extended concurrently with the Building Permit. All stand alone Electrical, Plumbing, Mechanical or Fire (MPE&F) permits shall expire if substantial work authorized by the permit has not been

completed and validated by an inspection within 180 calendar days of the date of permit issuance, unless associated with a Building Permit. Stand alone MPE&F permits expire in two (2) years from date of issuance if final inspection approval has not been obtained and cannot be extended. To complete a project where a permit has expired, refer to section VI of this bulletin.

For expiration rules pertaining to building demolition, refer to [Information Bulletin 710](#), "Building Demolition / removal information bulletin".

V. EXTENSION OF TIME FOR THE UTILIZATION OF A BUILDING PERMIT

The utilization period for a Building Permit can be extended for a period not exceeding 180 days if the Building Official determines that circumstances beyond the control of the permit holder prevented completion of work. All Electrical, Plumbing, Mechanical, or Fire Permits associated with a Building Permit shall be extended concurrently with the utilization of the Building Permit.

If an extension of time for the utilization has been previously approved, the Building Official may extend the time for the utilization of the Building Permit one additional time, if the Building Official determines the following:

1. There has not been a significant change in the regulations applicable to the site since the date the permit was issued;
2. The additional extension is in the public interest; and
3. Circumstances beyond the control of the applicant prevented the authorized work from proceeding.

VI. EXTENSION REQUEST

An application to request an extension shall be filed no later than one (1) month in advance of the end of the one (1) year utilization period. To apply for an extension, complete form DS-117 and email the form to DSDPermitExtend@sandiego.gov. The completed form can also be delivered to the inspection services office located at 9601 Ridgehaven Ct. Suite 220, San Diego, CA 92123

VII. FEES

A **non-refundable** processing fee for all requests will be assessed at time of submittal. For processing fees, refer to [Information Bulletin 501](#) "Construction Permits - Structures". An invoice will be sent to the requestor and is due upon receipt of invoice. The request will be evaluated upon receipt of payment.

Documents referenced in this Information Bulletin

- California Building Code
- San Diego Municipal Code, [SDMC](#)
- Request of Building & Demolition/Removal Permit Extension Form, [DS-117](#)
- Building Demolition/Removal Information Bulletin, [IB-710](#)
- Construction Permits—Structures, [IB-501](#)
- Project Submittal Manual, [Section 2](#)
- Project Submittal Manual, [Section 2A](#)