



THE CITY OF SAN DIEGO

REGULATIONS COVERING

# Permit Expiration and Extension

CITY OF SAN DIEGO DEVELOPMENT SERVICES  
1222 FIRST AVENUE, MS 301, SAN DIEGO, CA 92101-4153  
Call (619) 446-5300 for appointments and (619) 446-5000 for information.

INFORMATION  
BULLETIN

# 117

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Permit expiration and extension requirements are covered in Section 129.0216 through 129.0219 of the San Diego Municipal Code. Procedural information is provided below. All requests for extensions must be sent to the Building Official, Development Services Department at the City of San Diego, 1222 First Avenue, MS 301, San Diego, CA 92101-4153.

## I. INITIAL UTILIZATION OF A BUILDING PERMIT

A Building Permit shall become void if the work authorized by the permit has not begun within 180 calendar days of the date of permit issuance.

## II. MAINTAINING UTILIZATION OF A BUILDING PERMIT

Once the construction work has commenced, the Building Permit shall become void if the work authorized by the Building Permit is suspended or abandoned for a continuous period of 180 calendar days.

## III. EXPIRATION OF A BUILDING PERMIT

If you need an extension to your permit, a written request must be submitted prior to the permit expiration. Submit these requests to Development Services at the address above.

A. A Building Permit for single family residences, duplexes, additions, alterations and commercial tenant improvement shall be given a utilization period of 24 months. Building permits for all other new buildings shall be given a utilization period of 48 months. The permit shall expire by limitation and become void after the given utilization period has elapsed. The utilization period begins on date of permit issuance. The expiration date for the building permit shall be specified on the permit. An exception may be granted in accordance to Section B, below.

B. When a permit is issued, the Building Official may approve an expiration date exceeding the utilization period. The permittee must demonstrate that the complexity or size of the project makes completion of the project within the utilization period unreasonable.

C. 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.

### Documents referenced in this Information Bulletin

- Building Newsletter 1-5.

## IV. EXTENSION OF TIME FOR A BUILDING PERMIT

A. You may submit a request for an extension of time before the expiration of the utilization period. The Building Official may extend the Building Permit one time, for a period not exceeding 180 calendar days. Include in your request, name, address, telephone number, the building permit number, site address and a description of the circumstances beyond your control which prevented completion of the work prior to the expiration date. A processing fee will be charged if a building permit extension is granted.

B. If the Building Permit has expired before an application is submitted for an extension of time, no extension shall be granted. If the previous permittee or any other applicant wants to proceed with the same development, the following provisions apply:

1. A new permit must be obtained.
2. The full permit fee must be paid along with any other applicable fees.
3. The applicant must comply with all applicable codes and regulations in effect at the time the new permit application is submitted.

C. If an extension of time has been previously approved, the Building Official may extend the expiration of the Building Permit one additional time under the following conditions:

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.

## V. PARTIAL PERMITS

Partial permits are issued by Development Services for portions of larger buildings, such as the foundation or frame. Refer to Building Newsletter 1-5 entitled "Foundation Only Permits." Expiration and extension rules are the same for partial permits as for full permits.