



Request for Plan Check Extension

TO: Permit Processing Staff
FROM: _____
DATE: _____
SUBJECT: Extension Request for Application Number: _____

In accordance with the Ventura County Building Code (VCBC) Section 105.3.2, I hereby request a 180-day extension on the above-subject permit application number for the following reason:

(Attach additional pages if necessary to justify your extension request.)

I understand that this request can only be approved when all of the following apply:

1. The project plans and specifications have been updated to reflect compliance with any new applicable code provisions that came into effect as a result of an adopted code change, and
2. The request for extension is accompanied by an Application Extension Fee and a Plan Review Fee as prescribed in the County's adopted Fee Schedule, for review of any required plan revisions,
3. There are no significant changes to the plans or the permit application..

I further understand that any changes to the plans proposed after approval shall automatically cause expiration and a new permit application with new full plan review fees will be required. Unless specifically authorized by the Building Official, and documented as to cause, no application shall be extended more than once.

Print Name

Date

Owner/Applicant Signature

STAFF USE ONLY

Project qualifies for extension? Yes No *Extended until:*

Approved/Denied by

Date

Reason for Denial/Approval _____

cc: Active File