



APPLICATION TO EXTEND A PERMIT

Roll # _____

Civic Address: _____

Owner Information

Owner Name: _____

Owner Email Address: _____

Owner Mailing Address: _____

Owner Phone Number: _____

Type of Permit requested to be extended:

Building please indicate project description on initial permit application: _____

Electrical please indicate project description on initial permit application: _____

Plumbing please indicate project description on initial permit application: _____

Gas please indicate project description on initial permit application: _____

PSDS please indicate project description on initial permit application: _____

I would like to request to extend my permit for:

45 days - you will be allowed to extend further after 45 days to 1 year as you feel necessary.

1 year - no further extension will be granted after 1 year.

FEE SCHEDULE: *Plus Safety Codes Fee - 4% of the permit fee, minimum of \$4.50*

45 days - \$0 (free)

1 year utility permits – 50% of the original permit fee, Minimum \$75.00

1 year building permits – Single & Semi-detached, Multi-family residential and Commercial/Industrial/Institutional- 25% of original building permit fee Min. \$100

– For any other work (hot tub, renovation, basement, deck, etc) – 25% of original building permit fee, Minimum of \$50.00

Owner/Applicant's Signature: _____

Date: _____

(OFFICE USE ONLY)

Request Received by:

Date:

REQUEST APPROVED, PERMIT VALID UNTIL: (mm/dd/yy)

REQUEST DENIED; BRIEF REASON: _____

EXTENSION FEE: \$

SCC Fee: \$

Total: \$

EXTENSION FEE PAID