



**Building and Safety  
Permit Service Center**

Permits issued by the Building Official shall expire one year from the date of issuance.

The Building Official is authorized to grant one or more extensions of time to complete the work for additional periods not exceeding one year per extension. The extension shall be requested in writing demonstrating good cause for the request and shall be accompanied by the payment of a fee set by resolution of the City Council.

**Building and Safety**  
1947 Center St. 3<sup>rd</sup> floor  
Berkeley, CA 94704  
510-981-7440 TTY 6903  
[buildingandsafety@berkeleyca.gov](mailto:buildingandsafety@berkeleyca.gov)

# PERMIT EXTENSION REQUEST

Building - Electrical - Mechanical - Plumbing - Sign

**Project Information**

Permit #:

Address:

Reason:

Remaining Work:

**Applicant Information**

Owner      Agent      Contractor

Name:

Phone #:

Address:

City, Zip:

Email:

**Permit Extension Fees for FIRST Extension**

Building \$250.00   Expires:      Electrical \$75.00   Expires:

Mechanical \$75.00   Expires:      Plumbing \$75.00   Expires:

**Permit Extension Fees for SECOND or SUBSEQUENT Extensions**

Building \$500.00   Expires:      Electrical \$75.00   Expires:

Mechanical \$75.00   Expires:      Plumbing \$75.00   Expires:

I hereby request a permit extension to complete the work pursuant to Berkeley Building Code Section 105.5. I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.

Applicant Signature

Date

**Office Use Only**

Approved	<b>New Expiration Date(s):</b>	Building	<input type="text"/>	Electrical	<input type="text"/>
Denied		Mechanical	<input type="text"/>	Plumbing	<input type="text"/>

Explanation:

The Building Official's signature (or designee) is required for second and subsequent extensions:

Building Official

Date