Expiring Permits and Permit Applications

Building Code Amendments Effective October 1, 2010

City of Austin September 21, 2010

Overview

- Austin City Code Ordinance 20100624-143
- Revision to the Technical Codes
 - 2009 IBC International Building Code (includes the 2009 International Existing Building Code)
 - 2009 IECC International Energy Conservation Code
 - 2009 UPC Uniform Plumbing Code
 - 2009 UMC Uniform Mechanical Code
 - 2006 IRC Amended International Residential Code
 - 2008 NEC Amended National Electric Code
- Go Live AMANDA

Application for a permit 25-12-266

[.t.]

 Application for a permit will be deemed abandoned after 180 days, if no permit issued.

Residential

c	TTY OF AUSTIN	BP Nimber_ Building Pen		
RESIDENTIAL	PERMIT APPLICATION "A"		Da	te
		Reviewer		
RIMARY PROJECT DAT	A			
ervice Address		Tax Parcel N	o. <u> </u>	
.egalDescription Lot Block	Subdivision		Section	Phase
ff in a Planned Unit Develo	pment, provide Name and Case No.			
(attach final a	pproved copies of subdivision and site plan)			
. If this site is not a legally. Securition of Work	subävidel lot, you must contact the Development A Remodel (specify)		era Land Status.	Determination.
New Residence	Refine del (specily)			
Duplex				
Garageattached Carportattached	deaded			
Pool	Orber (specifi)			
lonning (eg. SF-1, SF-2)	ft. #offloors Height of Oth			
				loars
Does this site currently have	water and wastewater availability?YesNo	. It no, please co	ndactifie	
	972-0000 to apply for water and/or wastewater tap ystem? Yes No. If yes, for all sites requiri			
emitpior is a zoringresi	ysent: resres , for a site regain New.	ng asepaciten y		n approver septe
) oes this site have a Board of	Adjustment tuling? Yes No If yes, attach f	he B.O.A.docum	entation	
	a out and fill in excess of 4 feet? Yes No			
	reet? Yes No Aparel alley? Yes	No		
	idential Design and Compatibility Standards Ordinan		? Yes	No
VALUATIONS FOR	VALUATIONS FOR NEW CONSTRUCTION	-	PERMIT FI	
	OD ADDITION OUT V		(For office use	
REMODELS ONLY	OR ADDITIONS ONLY			
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Commercial

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COORDENATOR					COMME	NI : DUE: _			
PFRMIT#	c.o.:	PERMIT #			Applica	tion Expiratio	n Date:		
FORMER LAND FILL SITE ? D VE Compliance Contificate attached: - V.		FLOOD PLAD	O YES O	Ю		TAX	PARCEL	NUMBER:	
ADDRESS							BLDG#_		CURRENT SCINING:
SUBDIVISION									AMNESTY
LOI#	BLOCK#				GRID				C.O. REQUIRED: D.YE: D.NO
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APPROVED SITE PLAN # APPROVED SITE DEVELOPMO CURRENT USE: PROFECT NAME DESCRIPTION OF WORK:					SITE PI D.A.C ED USE:				
# OF STOVE HOOD S: D New D Existing BLDG 30 Ff (see 20 b 1) MFW:	#OFWALE D New D #OFBLDG	-DV FREEZERS: Existing FLOORS:		#OFWA D New #OFUNI	LIC-DF COOL D Existing IS	ERS:		ASBESIOS B DISIURBED DEIVEWAY RECURRED:	D YES D NO
REMODEL		S WASTE MATER			OUSMAIRI	IALS		O YES D	NO
2000 DIG 20 PT (res TYPE	D XE:	CALEGORY	GROOM			RECOTRED		STAND. REOUT	BUILDING ARD: ED? D NO
FIRE SPRINELERS: D FOLL D PARTIAL D NONE		E ALARM SYSTE ULL I PARTIAL		W1/7 /# 1/1/2		EXISTING			RAGE TANK 27
BLDG FLEC MECH PLM	всомс	FIC FNGR WAIR	QUIRED II	NPECTION FIRE	E HLIH			A MEI	IICAL GAS
NAME					VALUE (labo SE (required a	ı + mataiak		AATION -	
ADDRESS			TYPE		EST. COS			r.cosr	FEE
OWNER.							KE	MODEL	
PHONE			BLDG				-		-
(4FN			FLEC				-		-
CONTRACIOR:			MECH				-		-
GEN.CONT. PHONE#			PLMB MFD (-		
			тот						
	EWITH THEI	AND DEVELOPMEN	T CODE, NO		NCE WITH TH	E LAND DEV	TLOPME?	T CODE MAY	BE CAUSE FOR TH
I UNDERSTAND THAT IN ACCORDANCE BUILDING OFFICIAL TO SUSPEND OR SIGNATURE (PERMITTEE 0)	REVOKE A PERI								

New Form for Extensions, Withdrawals and Reactivations

		Austin City C	ode 20100624-14	13
ты			view Department	
	s application will n			1 1
Address of Property		Permit Number(s))	Date of Submittal
Applican	t Contact Information		Permit Holder Contact I	nformation
Name		Name		
Street		Street		
City	State	Zip City	St	ate Zip
Telephone	D ate	Telephone	Dat	e
E- Mail		E-Mail		
	APPLICATIO	ON EXTEND or WITHD	RAWREQUEST	
Plan Review Applicati	on Extension: Request for	an extension.	D-YES D-	NO
one-time extension for a	fter the date of filing, unless, an addiitonal period not to ex on Withdraw: Request for a aw of the application:	cceed 180 d <i>a</i> ys.	except that the building off	
	PERMIT	EXTEND or WITHDRA	WREQUEST	
Permit Extension : R	Request for a permit extensio			NO
	tand that prior to the expirati	on date, the building offici		
period not to exceed 18	30 days. quest towithdraw the Permit			
State reason for withdra		(\$).	D-YES D-	NO
	TIVATION REQUEST (re			
the 180-day period prior included receipts or inv acceptable to the buildi	*	ded for under City Code S the project, photographs o	ection 25-12-267 (Expiratio of the work performed on th	n) or Subsection (B). I h. e project, or other eviden
	tand that a permit that is rea the permit is reactivated if the			
Initials: I unders accordance with City Co application for reactivati	tand that no more than one r ode section 25-12-269C unle ion is submitted.	eactivation may be appro ss the project complies w	ved for one & two family res ith all codes and ordinance	idential structure, in s in effect on the date tha
towards the completion conditions exist that do a #114 continuance of v verify if work has contin inspection, and the perr	tand it is solely the responsit of the project as permitted b not allow for intervals of insp work inspection. I understanc ued. If the inspector has det mit will expire at the end of 1% Yailed/no work performed" or	y scheduling an inspectio bections less than 180 day d I may schedule #114 cor ermined that work has not 80 days from the time of is	n. If you are permitting proj /s, you will need to keep the ntinuance of work inspection t continued the permit will n ssuance or the last docume	ects where structural or o e permit active by schedu n in order for the inspecto ot receive a passed
Signature:		Print Name:		
	LY			Date:
FOR CITY STAFF ON				Date:
Received by:		Print Name:		
Received by: Approved Extension by:		Print Name:		Date:
Received by:				Date: Date: Date:

Time Limitation of an Application 25-12-266

Building Official may grant a one-time extension to an application, not to exceed 180 days.

Thic		velopment Revie		latalu
	application will no		ur nileu out compi	
ddress of Property		Permit Number(s)		Date of Submittal
Applicant (Contact Information	Pe	rmit Holder Contact Info	rmation
Name		Name		
Street		Street		
City	State	Zip City	State	Zip
Telephone	D ate	Telephone	Date	
E- Mail		E- Mail		
	APPLICATION	EXTEND or WITHDRA	WREQUEST	
one-time extension for an Plan Review Application	addiitonal period not to exco Withdraw: Request for a v	eed 180 d <i>a</i> ys.	ept that the building official	
one-time extension for an	addiitonal period not to exo Withdraw: Request for a w of the application:	eed 180 d <i>a</i> ys. vithdraw of application:	D-YES D-NO	is authorized to grant a
one-time extension for an Plan Review Application State reason for withdraw	addiitonal period not to exo Withdraw: Request for a w of the application: PERMITE	eed 180 days. withdraw of application: XTEND or WITHDRAWF		is authorized to grant a
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one-time extension for an Plan Review Application State reason for withdraw Permit Extension: Re Initials: Lundersta period not to exceed 180 Permit Withdraw: Requ	additional period not to exore Withdraw: Request for a w of the application: PERMITE: quest for a permit extension. Ind that prior to the expiration days. Lest to withdraw the Permit(s)	eed 180 days. withdraw of application: XTEND or WITHDRAWF date, the building official is		is authorized to grant a
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one-time extension for an Plan Review Application State reason for withdraw Permit Extension: Re Initials: Lundersta period not to exceed 180 Permit Withdraw: Requ State reason for withdraw	additional period not to exore Withdraw: Request for a w of the application: PERMITE: quest for a permit extension. Ind that prior to the expiration days. Lest to withdraw the Permit(s)	eed 180 days. withdraw of application: XTEND or WTHDRAWF date, the building official is	C-YES C-NO CEOUEST C-YES C-NO authorized to grant a one- C-YES C-NO	is authorized to grant a
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Example Extension Letter

 Extension must be requested before the application expires and include justification in writing.

October 10, 2010

Leon Barba, Building Official City of Austin Planning and Development Review Department 505 Barton Springs Road Austin, Texas 78701

Re: Request for Application extension Address: 123 4th Street

Dear Mr. Barba:

Please consider this my written request for an extension for my application for a permit per City Code section 25-12-266. Justification is attached.

Thank you,

John Doe <u>123 4th street</u> Austin, TX

Application in Plan Review

Cen. Yr. Sequence Sec. Rev. Type Number 20 10 RH 00 PR Plan Review	Status	
Number 20 10 RH 00 PR Plan Review	In Review	
Property	Indicators	
House Prefix Street Type Direction Unit Type		-
Address i	Violations Properties	
	operty now to	-
	Parent	-
Location I	Folder Unit Child	
l l	Due \$.00	ונ
In Date Aug 13, 2010 Issue/Approval	Expires Feb 9, 2011	
Reference File # By	Final Date	
Sub R-101 Single Family Houses Work New		-
	Drivette	=
Name	Priority	- 1
Description New Construction. SMART HOUSING.		
Conditions		
Group Permits Parent ID	Row ID	ī
Citoup remits rateit D	rowid j	,

Permit Expiration 25-12-267

- Permits expire on the 181st day after the date the permit is issued:
 - If the project has received no inspections, or
 - > after the date of the last inspection that shows progress toward completion of the project.

*applies to the Technical Codes

This permit was allowed to expire on Jul 1, 2007

25-12-267 Expiration

lan Review R- 101 Single Family Houses r:Building Permit R- 101 Single Famil	Number 20 07	Sequence Se	mentality provide and provide the second	ype Building Permit	S Expi	tatus red	₽∕_
Cir:Mechanical Permit R- 101 Single Fau Cir:Electrical Permit R- 101 Single Fami Cir:Driveway / Sidewalks Res. Driveway, Cir:Plumbing Permit R- 101 Single Fami	House	Prefix][]/ City	Street Postal Code	Type Dire C Roll 0	ction Unit Type Unit Property Row ID Folder Unit	Indicators Violations □ Properties □ Parent ✓ Child ✓ Due \$.00	
	Reference File #	Dec 13, 2006 R-101 Single F		/Approval Jan 2, 2007 By	Expires Final Date Work New Priority		
		One Story Sf Re	es W/ Attached	Carport, Cov'D Porch 8	Cov/D Balcony *Smart Hou		
× >	Group	Permits		Parent ID	Row ID		Ĺ

Extensions - One-Time Permit Extension for an active permit. 25-12-268

- The Building Official may grant a one-time extension.
 - Upon written request prior to expiration date.
 - > Not to exceed 180 days.
 - > Submit by mail, fax, email, or in person.

The Silver Bullet

Example - Permit Extension request

ABC Bank, Austin Branch, 111 Main Street, Austin, Texas 78701 555-1000 www.abcbanking.com

July 1, 2010

Leon Barba Building Official City of Austin Planning and Development Review Department 505 Barton Springs Road Austin, Texas 78701

Re: Permit # 10-102030 Address: 9100 Congress Avenue

Dear Mr. Barba:

Please consider this my written request for a permit extension per City Code section 25-12-268.

Thank you,

John Smith

Permit Extend or Withdraw Request

		Au	istin City Code	e 20100624-1	43		
	Planning & D)evelo	pment Review	v Departmen	t		
Thisa	pplication will r	not be	processed unt	il filled out cor	nplete	lv	
Address of Property			Permit Number(s)		<u> </u>	of Submittal	
	ontact Information			mit Holder Contact	Informati	ion	
Name	ame						
Street			Street				
City	State	Zip	City	s	tate	Zip	
Telephone	D ate		Telephone	D.	ate		
E- Mail			E- Mail				
	APPLICAT	ION EXT	END or WITHDRAV	VREQUEST			
Plan Review Application E	xtension: Request for	r an exter	sion.		-NO		
Initials: I understand abandoned 180 days after th one-time extension for an ac Plan Review Application W State reason for withdraw of	ddiitonal period not to e Vithdraw: Request for	a permit xceed 18	has been issued; exce Odays.		ficial is au		
	PERMIT	EXTEN	D or WITHDRAWR	EQUEST			
Permit Extension : Requ	est for a permit extensi	on.		D-YES D	-NO		
period not to exceed 180 da	<i>,</i>		the building official is a	authorized to grant a	one-time e	extension for a	
Permit Withdraw: Reques State reason for withdraw of		it(s).		D-YES 🗆	-NO		
PERMIT REACTIV	ATION REQUEST (re	eactivat	ion of expired perm	it). 🖸-YES 🖸	NO		
	led evidence demonstra	÷			·		
the 180-day period prior to t							
included receipts or invoices acceptable to the building of		n the proj	ect, photographs of the	work performed on t	ne project,	, or other evidence	
Initials: Lunderstand	that a permit that is re-	activated	in accordance with Cit	r Code section 25-12	-2698 e×n	vires on the 181st	

Example of Permit before expiration date

Request submitted prior to Dec 2, 2010 and granted.

Review C- 321 Pkg Garage Bldg & Open	Cen. Yr. Sequence Sec. Rev. Type	Status
.DG G:Building Permit C- 321 Pkg Ga	Number 20 08 000 00 BP Building Permit	Active
Electrical Permit C- 321 Pkg Garage Bl	Property	Indicators
Intechanical Permit C- 521 Pkg Garage	House Prefix Street Type Direction	Unit Type Unit
Plumbing Permit C- 321 Pkg Garage Bl		Bldg G Violations 🗖
BLDG G:Plumbing Permit Commercial	City Postal Code Roll	Property Row ID Properties 🗆
	AUSTIN	Parent 🔽
	Location	Folder Unit Child
		G Due \$.00
		,-
		Doc 2, 2010
	In Date Apr 8, 2008 Issue/Approval Apr 10, 2008	Expires Dec 2, 2010
	Reference File #, By C	Final Date
	Sub C- 321 Pkg Garage Bldg & Open Deck Work	New
	Name	Priority
	Description NEW CONSTRUCTION MULTI-FAMILY PARKING GARAG	3E
	Conditions	
•	Group Permits Parent ID	Row ID , ?

One-Time Reactivation of Permit 25-12-269

- The Building Official may reactivate a permit for a project that has received no inspection for a period of more than 180 days in accordance with the following requirements:
- 1. By submitting a reactivation application form to the Building Official.

Example of Expired Permit

lan Review R- 101 Single Family House: r:Building Permit R- 101 Single Famil	Cen. Yr. Sequence Sec. Rev. Type Number 20 07 00 00 BP Building Per	Status A
Cir:Mechanical Permit R-101 Single Far Cir:Electrical Permit R-101 Single Fami Cir:Driveway / Sidewalks Res. Driveway, Cir:Plumbing Permit R-101 Single Fami	House Prefix Street Type	Direction Unit Type Unit Roll Property Row ID Folder Unit Folder Unit Folder Unit
	In Date Dec 13, 2006 Issue/Approval Jan 2 Reference File # By Sub R-101 Single Family Houses	2, 2007 Expires Jul 1, 2007 Final Date Work New
	Name Description One Story Sf Res W/ Attached Carport, Cov'D F	Priority Porch & Cov'D Balcony *Smart Housing*
	Conditions	
۰	Group Permits Pare	nt ID Row ID

Permit Reactivation Request

		Au	ustin City C	ode 2010062	24-143	
This a	Planning & oplication will					otoly
Address of Property	ppircation with	nor be	Permit Number(s)		compi	Date of Submittal
	ntact Information			Permit Holder Co	ontact Info	rmation
Name			Name			
Street			Street			
City	State	Zip	City		State	Zip
Telephone	D ate		Telephone		D ate	
E- Mail			E- Mail			
	APPLICA	TION EX	TEND or WITHD	RAWREQUEST		
Plan Review Application E	xtension: Request 1	for an exte	nsion.	D-YES	3 🗖-NO	
one-time extension for an a Plan Review Application V State reason for withdraw o	Vithdraw: Request f			D-YES	B 🗖-NO	
	PERM	IT EXTEN	ND or WITHDRA	WREQUEST		
Permit Extension : Requ	est for a permit exten	sion.		D-YES	3 🗖-NO	
Initials: I understand period not to exceed 180 da Permit Withdraw: Reques	/		, the building offici.			ime extension for a
State reason for withdraw o	<u>fthe Permit(s)</u> :			LFYE	B ⊡ -NO	
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One-Time Reactivation of Permit 25-12-269

- The Building Official may reactivate a permit for a project that has received no inspection for a period of more than 180 days in accordance with the following requirements:
- 2. By submitting a reactivation Fee. \$100 for commercial projects for each Building Permit and <u>each discipline</u> folder that is expired.
- 3. By submitting a reactivation Fee. \$75 for residential projects for each Building Permit and <u>each discipline</u> folder that is expired.

One-Time Reactivation of Permit 25-12-269

- The Building Official may reactivate a permit for a project that has received no inspection for a period of more than 180 days in accordance with the following requirements:
- 4. Application must include evidence that substantial work commenced within the 180 day period prior to expiration (such as invoices, dated photos, receipts, etc.).
- 5. Receipts and invoices must include details that clearly identify what materials were purchased.

Example of Good Receipts

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Example of Bad Receipts



More saving. More doing."

3600 INTERSTATE HWY 35 SOUTH AUSTIN, TX 78704 (512)693-9811

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3600 INTERSTATE HWY 35 SOUTH AUSTIN, TX 78704 (512)693-9811

6542 00006 05311 07/18/10 09:24 AM CASHIER MARIA - MVB6D4



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Example of Active Permit

Review C- 321 Pkg Garage Bldg & Open	Cen. Yr. Sequence Sec. Rev. Type	Status
DG G:Building Permit C- 321 Pkg Ga	Number 20 08 000 00 BP Building Permit	Active
Electrical Permit C- 321 Pkg Garage BI Mechanical Permit C- 321 Pkg Garage Plumbing Permit C- 321 Pkg Garage BI BLDG G:Plumbing Permit Commercial	Property House Prefix Street Type Direction Unit Address	t Type Unit G Property Row ID Folder Unit G Expires Mar 2, 2011 Final Date
	Description NEW CONSTRUCTION MULTI-FAMILY PARKING GARAGE Conditions I Group Permits Parent ID I	Row ID [

Summary for 25-12-269 One-Time Reactivation of Permit Steps 1-5

- The Building Official may reactivate a permit for a project that has received no inspection for a period of more than 180 days in accordance with the following requirements:
- 1. By submitting a reactivation application form to the Building Official.
- 2. By submitting a reactivation Fee. \$100 for commercial projects for each Building Permit and <u>each discipline folder that is expired</u>.
- 3. By submitting a reactivation Fee. \$75 for residential projects for each Building Permit and <u>each discipline folder that is expired</u>.
- 4. Application must include evidence that substantial work commenced within the 180 day period prior to expiration (such as invoices, dated photos, receipts, etc.).
- 5. Receipts and invoices must include details that clearly identify what materials were purchased.

One-Time Reactivation of Permit 25-12-269

Residential

VS

Commercial

One-Time Reactivation of Permit Residential

Residential 25-12-269(C)

- No more than <u>one</u> reactivation may be approved for a oneand two-family residential structure.
- > This is not an extension.
- This is a <u>One-Time Reactivation</u>.
- Codes and ordinances in effect at the time of application for reactivation shall apply.

Commercial 25-12-269

Commercial 269(C)

- This is not an extension, it is a reactivation of a permit.
- Multiple reactivations are allowed with proof of work as specified in 25-12-269.

End Results

- Don't let your permits expire.
- Inspection processes to keep a permit active.
- Continuance Inspection Code 114

*If you let your permits expire, it's basically starting all over.

- 1. Must submit new application.
- 2. Go through the Review process again.
- 3. Pick up permits.

Questions?