



**CITY OF BUENA VISTA**  
 Department of Planning & Economic Development  
 Building Inspections Office  
 2039 Sycamore Avenue  
 Buena Vista VA 24416

Alan McMahan, CBO, MPA  
 Building Official  
 (540) 261-8635  
 inspector@bvcity.org

**BUILDING PERMIT EXTENSION REQUEST**

Date:  Date Issued:  Expiration Date:

Permit #:  Property Address:

According to the Virginia Uniform Statewide Building Code (VUSBC), 2015 Edition, Section 110.6, any permit issued shall become invalid if work on the site is not commence within six months after issuance of the permit, or if the authorized work on the site is suspended or abandoned for a period of six months after the time of commencing the work.

**The Building Department has no official recorded activity on this permit for the past six months and the permit expired on the expiration date shown above.**

**Official activity is defined as an approved inspection for work for which this permit was issued. Approved inspections will automatically extend your permit's expiration date.**

When a permit has expired, the VUSBC indicates that it shall be the responsibility of the permit applicant to prove to the Building Official that the work has not been suspended or abandoned. The permit may be re-opened and extended only upon written request, and with the approval of the Building Official. Please note that it is illegal to occupy or use a building or structure for which a Final Inspection and/or a Certificate of Occupancy has not been issued.

If you have any questions concerning your permit, please call (540) 261-8635 to speak to the Building Official. To request an extension, complete the following and return to the address above (attached additional sheets if necessary) or email: inspector@bvcity.org

**You will be notified of the status of your request.  
 Additional information may be requested to process this request.  
 No work is authorized and inspection requests cannot be processed on expired permits.**