



**BUILDING SAFETY DIVISION • 250 EAST L STREET • BENICIA, CA 94510**  
**BUILDING@CI.BENICIA.CA.US**

## **BUILDING PERMIT APPLICATION EXTENSION / PERMIT EXTENSION / REACTIVATION REQUEST FORM**

Please fill out this form completely. Extension requests must be submitted **prior** to expiration date. Each extension request fee is per the Current Master Fee Schedule for a maximum 30-day extension, and due at the time of request. No more than (3) extensions will be allowed for the life of the permit application or issued permit. No extension of time will be approved past a tri-annual State of California code cycle change.

**NOTE:** A separate request form for each application or permit issued for a project address is required.

APPLICATION EXTENSION REQUEST

PERMIT EXTENSION REQUEST

PERMIT REACTIVATION REQUEST

APPLICATION or PERMIT NUMBER(S): \_\_\_\_\_

JOB SITE ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

NAME: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**THE REQUESTOR MUST BE THE PROPERTY OWNER, DESIGN PROFESSIONAL  
OF RECORD OR THE LICENSED CONTRACTOR OF RECORD.**

**\*COPY OF PHOTO ID REQUIRED**

JUSTIFIABLE REASON FOR EXTENSION/REACTIVATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### FOR STAFF USE ONLY

BUILDING

MECHANICAL

ELECTRICAL

PLUMBING

APPROVED

DECLINED

\_\_\_\_\_  
*Chief Building Official*

REASONING: \_\_\_\_\_

EXTENDED TO: \_\_\_\_\_ EXT. #: \_\_\_\_\_ FEES TO BE PAID: \_\_\_\_\_