

	BUILDING DEVELOPMENT POLICIES AND PROCEDURES COMMERCIAL	Effective Date: April 25, 2022
	1.03 Abandoned Building Permits and Applications	Supersedes Policy Dated: Issued by: Eric M. Mays, P.E.  Building Official

This policy addresses the process and procedures for applying the Virginia Uniform Statewide Building Code (VUSBC) Section 108.8 Time Limitation of Application and Section 110.6 Abandonment of Work, which states:

108.8 Time Limitation of Application. An application for permit for any proposed work shall be deemed to have been abandoned six months after the date of filing unless such application has been pursued in good faith or a permit has been issued, except that the building official is authorized to grant one or more extensions of time if a justifiable cause is demonstrated.

110.6 Abandonment of Work. A building official shall be permitted to revoke a permit if work on the site authorized by the permit is not commenced 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 permit is issued; however, permits issued for plumbing, electrical and mechanical work shall not be revoked if the building permit is still in effect. It shall be the responsibility of the permit applicant to prove to the building official that authorized work includes substantive progress, characterized by approved inspections as specified in Section 113.3 of at least one inspection within a period of six months or other evidence that would indicate substantial work has been performed. Upon written request, the building official may grant one or more extensions of time, not to exceed one year per extension.

Definitions

1. **Revocation of a Permit** - The building official may revoke a permit or approval issued under this code in the case of any false statement, misrepresentation of fact, abandonment of work, failure to complete construction as required by Section 110.7 or incorrect information supplied by the applicant in the application or construction documents on which the permit or approval was based (refer to VUSBC 110.8).
2. **Minimum Inspections** - The following minimum inspections shall be conducted by the building official when applicable to the construction or permit (refer to VUSBC 113.3):
 - A. Inspection of footing excavations and reinforcement material for concrete footings prior to the placement of concrete
 - B. Inspection of foundation systems during phases of construction necessary to assure compliance with this code.
 - C. Inspection of preparatory work prior to the placement of concrete.
 - D. Inspection of structural members and fasteners prior to concealment.

	BUILDING DEVELOPMENT POLICIES AND PROCEDURES COMMERCIAL	Effective Date: April 25, 2022
		Supersedes Policy Dated:
	1.03 Abandoned Building Permits and Applications	Issued by: Eric M. Mays, P.E.  Building Official

- E. Inspection of electrical, mechanical and plumbing materials, equipment and systems prior to concealment.
- F. Inspection of energy conservation material prior to concealment.
- G. Final inspection.

3. "Critical" Project

- A. Potential for high fire risk or hazard. (i.e., Restaurant)
- B. Potential for high loss of life/property. (i.e., Movie Theatres)
- C. Occupants are unable to self-rescue. (i.e., Hospital)
- D. Facilities that require annual State Licensure. (i.e., Nursing Homes)
- E. Special interest. (i.e., Government Buildings)
- F. Fire Protection Permits
- G. Swimming Pools

Overview

A Building Permit including any associated Trade Permit may be deemed as Abandonment of Work and revoked in accordance with the following:

1. Application For Building, Fire Protection, or Trade Permit

Once a Building, Fire Protection, or Trade Permit application submission has been made, the applicant has six months to pursue the application in good faith, or that application submission will be deemed as Abandoned. A Permit Application Extension Request Form [Application Extension Request](#) may be submitted to the Construction Services Branch before permit expiration at constructionservices@pwcgov.org for consideration.

2. Issued Building, Fire Protection, or Trade Permit

A Building, Fire Protection, or Trade Permit is active for six months from the issuance date. A permit will be considered as Abandonment of Work and revoked if there is no approved activity in any six-month period. An applicant may request an extension of time. A Permit Extension Request Form [Permit Extension Request](#) may be submitted to the Construction Services Branch before permit expiration at constructionservices@pwcgov.org for consideration.

	BUILDING DEVELOPMENT POLICIES AND PROCEDURES COMMERCIAL	Effective Date: April 25, 2022
		Supersedes Policy Dated:
	1.03 Abandoned Building Permits and Applications	Issued by: Eric M. Mays, P.E.  Building Official

3. Building, Fire Protection, or Trade Permit Revocation

When a permit has been revoked as Abandonment of Work, the Construction Services Branch will email all the case Contacts with valid email addresses associated with the permit as notification of the revocation.

Reinstatement of a Building, Fire Protection, or Trade Permit

Once a permit has been deemed as Abandoned and revoked, an applicant may request a permit be reinstated. A Permit Reinstatement Request Form [Reinstatement Request](#) may be submitted to the Construction Services Branch at constructionservices@pwcgov.org for consideration. A permit reinstatement fee will be applied.

“Critical” Project

Any Building or Trade permit issued that is defined as a “Critical” Project with a scheduled inspection that has no evidence indicating substantial work has been performed within six months will be referred to the Building Code Enforcement Branch for an assessment. This assessment may lead to a building code enforcement action such as a Notice of Violation.

Attachments

[BDD Policy 1.4.5 Building Permit, Building Inspection and Certificate of Occupancy Historical Records](#)

Permit Application Extension Request Form [Application Extension Request](#)

Permit Extension Request Form [Permit Extension Request](#)

Permit Reinstatement Request Form [Reinstatement Request](#)