

## TIME LIMIT FOR ACTION ON PERMIT APPLICATIONS

**EPCOT Building Code – 302.6(i) Time Limitation of Application.** An application for a permit for any proposed work shall be deemed to have been abandoned 180 days 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 for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

### PURPOSE

Permit applications received by the Building and Safety Department typically involve the submittal of a completed application along with supporting construction documents.

Upon review, additional information or revised construction documents may be needed before approval can be given. At times, the applicant fails to provide the additional information or construction documents in a timely manner.

For the purpose of this policy, the term “construction documents” shall mean site plans, construction plans, specifications, calculations, product data sheets, submittals, shop drawings or other similar documents necessary to determine compliance with the EPCOT Building Codes.

### POLICY

A time limit for action on permit applications is established as provided herein. Permit applications that have been abandoned, as described below, are null and void. There shall be no refund of any fees paid and all related paperwork and construction documents shall be disposed of in accordance with the Florida Department of State General Schedule for State and Local Government Agencies GS1-SL.

### TIME LIMITATION OF PERMIT APPLICATION

An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued. Conditions for an abandoned permit include the following:

- no work covered by the application has begun;
- the permit has not been issued;
- the applicant has failed to pay all applicable fees due;
- the applicant has failed to provide complete construction documents as required by code, sufficient to allow for review; or
- the applicant has failed to provide corrected construction documents after the Building Official has reviewed and rejected such documents for cause.

### EXTENSION OF TIME

One or more extensions of time for periods of not more than 90 days each may be allowed by the Building Official for the application, provided the extension is requested in writing and justifiable cause is demonstrated.

### NOTIFICATION

At least 30 days prior to an application for permit being considered abandoned, the Building Official will attempt to notify the applicant of the pending abandonment.