BUILDING PERMIT EXTENSION REQUEST FORM

Phone: 406-892-4432 / Email: sobczakc@cityofcolumbiafalls.com

Building Permits are valid as long as there is continued progress on the project. If there is a delay or stop in the work for 180 days or more, an extension should then be requested or the Building Permit may be cancelled, requiring the applicant to reapply.

APPLICANT/ REQUESTOR INFORMATION

❑ **Owner** ❑ **Contractor** ❑ **Other:** _____

NAME: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

Has the owner or contractor information changed? ❑**Yes** (provide below) ❑**No**

_____

PERMIT INFORMATION

Permit # _____ **Permit Type:** ❑**Commercial** ❑**Residential**

Project Address: _____

Has the original scope of work changed? ❑**Yes** (provide below) ❑**No**

_____

_____

PROVIDE A CURRENT PROJECT TIMELINE:

_____

Revised 7/10/2025

EXTENSION JUSTIFICATION *(Please explain your reason for requesting an extension)*

_____

_____

_____

_____

_____

_____ _____/_____/_____

Applicant/ Requestor Signature Date

If an extension is granted, you must notify the Building Department of any changes to your project, including the timeline. If you are unable to meet the approved extension date, you must contact the Building Department prior to your expiration. Send this completed form and any questions to **sobczakc@cityofcolumbiafalls.com**

~~~~~~~~~~~~~~~~~~~~~~~~~~FOR OFFICE USE ONLY~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

❑ **APPROVED** ____/____/____ to ____/_____/_____

❑ **DENIED**

_____ _____/_____/_____

Building Official Signature *Date*
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