



TOWN OF VIENNA
Codes Enforcement Office
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Building Permit Renewal Application

Name of Applicant: _____ Permit # _____

Phone number: _____ Exp. Date: _____

Project Address: _____ Fee: _____

Tax Map # _____

Purpose of permit: _____

Reason for renewal request: _____

Applicant Signature: _____ Date: _____

A building permit can be renewed once for a period of no more than twelve months. If additional time is needed to complete the project, then a new building permit must be obtained.

There is no fee for a building permit renewal if the application is received on or before the original permit expiration date. For applications received after the permit expiration date a fee of one half of the original building permit fee will be applied.

Official Use

____ Approved – New Expiration Date: _____ Denied

If denied, reason for denial: _____

Code Enforcement Signature: _____ Date: _____

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Fee: \_\_\_\_\_ Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Revised 7/27/2026