



City of Mulberry – Building Department
P.O. Box 707 • 705 N. Church Ave. • Mulberry, FL 33860
www.cityofmulberryfl.org

Permit Renewal Request

Pursuant to the provisions of the Florida Building Code, Section 105.3.2 through 105.4.1.4, permits may expire, or become null and void, if the work authorized by the permit is not commenced within six months after issuance, or if the work authorized by the permit is suspended or abandoned for a period of six months after the work is commenced. Work shall be considered to be in active progress when the permit has received an approved inspection at least every 180 days.

This means that an applicant must receive at least one approved inspection every 180 days after the permit issuance, or the permit will expire. If the project requires additional and/or sequential inspections, the next inspection must be approved within 180 days of the previously approved inspection, or the permit will expire. Florida Building Code 105.4.1.2 provides that a structure may have to be removed if a permit remains expired.

PERMITS that have expired for over 180 days may not be renewed except under extenuating circumstances and as provided by the Building Official. Otherwise, a new permit application, all fees, and compliance with all current codes and regulations will be required.

EXPIRED PERMITS that have been expired up to 180 days, may be reopened and submitted to bsegree@cityofmulberryfl.com. An administrative fee of \$25.00 will be assessed.



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Expired Permit Notice And Extension/Renewal

Please complete the following and submit to bsegree@cityofmulberryfl.com Submit a maximum of two requests per email. Each request must be on a separate form.

Property Information

Type: Residential Non-Residential

Job Site Address: _____

Permit Information

Permit Number: _____ Date Permit Initially Issued: _____

Is this permit the result of a Code Enforcement Case? Yes, if so, Case # _____ No

Is there an open Demolition Permit on this property? Yes No

Is there electric on this permit? Yes No

Permit description: (i.e., a/c change out, shed with electric, pool, remodel of 2,500 sq. ft. office building, etc.) _____

Work done so far & **last inspection passed** (must complete):

Justification for reopening permit (must complete):

Applicant Information

Contractor/Authorized Agent or Owner: _____

Contractor ID # (if applicable): _____ Phone #: _____

Name/Email of person to contact when approved: _____

Are you the original applicant on this permit? Yes No

For Official Use Only

Date Received: _____ Number Prior Extensions: _____ Number Prior Re-Opens: _____

Last Inspection (type) passed: _____ Date passed: _____

Processed by: _____ Date Permit Expired: _____

Approved Length of Extension: _____ Fees Due: _____

Denied (new permit required): Close Inactive per FBC 105.4: Close Inactive per FS § 553.79

Approver's Signature: _____ Date: _____