



Town of Manalapan

Building Department • 600 South Ocean Blvd., Manalapan, Florida 33462

Email: permits@manalapan.org • Phone: 561-585-9477 • Fax: 561-585-9498

EXPIRED PERMIT RENEWAL/EXTENSION REQUEST

Date of Request: _____ Permit Number: _____

Property Address: _____

Contractor: _____ License#: _____

Contractor Email: _____ Phone: _____

Reason for Extension _____

Signature: _____ Printed Name: _____
Contractor/Owner Builder

2023 Florida Building Code 8th Edition. 105.4.1 Permit intent. Every permit issued shall become invalid unless the work authorized by such a permit is commenced within 6 months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 6 months after the time the work is commenced.

105.4.1.1 If work has commenced and the permit is revoked, becomes null and void, or expires because of lack of progress or abandonment, a new permit covering the proposed construction shall be obtained before proceeding with the work

105.4.1.2 If a new permit is not obtained within 180 days from the date the initial permit became null and void, the building official is authorized to require that any work which has been commenced or completed be removed from the building site. Alternately, a new permit may be issued on application, providing the work in place and required to complete the structure meets all applicable regulations in effect at the time the initial permit became null and void and any regulations which may have become effective between the date of expiration and the date of issuance of the new permit.

105.4.1.3 Work shall be considered to be in active progress when the permit has received an approved inspection within 180 days. This provision shall not be applicable in case of civil commotion or strike or when the building work is halted due directly to judicial injunction, order or similar process.

Manalapan - Code of Ordinances Chapter 152.41

§ - 152.41 BUILDING PERMITS. Chapter 152.41(D)(1) “Applications for extensions not longer than ninety (90) days shall be made in writing with good cause shown to the Building Official received at Town Hall not later than one (1) month prior to such permit expiration. Upon proper timely application for extension, the Building Official may issue, for good cause shown, a one-time extension not to exceed ninety (90) days from its date of expiration. If such application for extension is not acted upon by the Building Official within two (2) weeks prior to permit expiration, such application shall be deemed denied. If such application for extension is denied or only partially granted by the Building Official, its denial or so much of the extension not partially granted may be appealed to the Town Commission provided such appeal is in writing received by the Town not later than one (1) week prior to such permit expiration. A proper timely appeal to the Town Commission of a denial by the Building Official of all or part of an extension will stay expiration of such permit until Town Commission consideration and decision.”

Chapter 152.41(D)(2) “Applications for extensions longer than ninety (90) days or for any additional extensions shall be made in writing with good cause shown to the Town Commission received at Town Hall not later than one (1) month prior to such permit expiration. Upon proper timely appeal of a decision by the Building Official or upon proper timely application for extension longer than ninety (90) days or for any additional extensions, the Town Commission, for good cause shown may direct the Building Official to issue a permit extension not to exceed eighteen (18) months from its date of expiration, and such extension may be conditioned on protections appropriate for the best interests of the Town, its inhabitants, or their health, safety or general welfare.”

Chapter 152.41(D)(4) “Only one (1) extension may be applied to any building permit, without the approval of the Town Commission.”

Chapter 152.41(D)(5) “Any second or subsequent extensions shall cause the applicant to incur additional fees and costs of two times (2x) the original permit fee and cost, and should the applicant fail to timely complete the project after an extension has been granted by the Town Commission, a daily penalty in the amount of two (2) percent of the original building permit fee shall automatically accrue and shall continue to accrue each day until actual completion; such penalty must be paid prior to the issuance of a certificate of occupancy.”