



Community Development Department
Code Administration Division
 129 N 2nd Street, 2nd Floor, Yakima, WA 98901
 Phone: (509) 575-6126 * Fax: (509) 576-6576
codes@yakimawa.gov * www.buildingyakima.com

CITY OF YAKIMA REQUEST TO EXTEND PERMIT/APPLICATION

REQUESTER INFORMATION:

Name: _____

Mailing Address _____

Email Address: _____

Phone Number: _____

I certify that I am the: Contractor Property Owner Authorized Agent of the Property Owner

PERMIT & REQUEST INFORMATION:

I need to extend a: Permit that has been issued Permit APPLICATION (permit not issued)

Permit/Application Number: _____ Set to expire on: _____

Request for Extension (must include explanation of *justifiable cause* for extension **AND** the number of days needed – i.e. describing the progress that has been made):

***NOTE:** Expiration dates for issued permits are extended by 180 days each time an inspection occurs*

I hereby certify that the above information is correct and accurate to the best of my knowledge, and understand that a request for extension does not guarantee approval:

 Name Signature Date

SUBMIT TO THE CODE ADMINISTRATION VIA:

Email: codes@yakimawa.gov;

Mail: City of Yakima Code Administration, 129 N 2nd St, Yakima, WA 98901; OR

In Person: Drop off at Permits Counter on 2nd Floor of City Hall (129 N 2nd St, Yakima, WA 98901)

*The extension application fee identified in the City of Yakima Master Fee Schedule shall be paid at time of submittal.
 If paying online, staff will notify you once the fee is ready to be paid on the portal.*

OFFICE USE ONLY - Reviewed by: _____ Date: _____

This request is: Approved as Proposed Approved w/ Modifications (provide explanation below) Denied

NEW EXPIRATION DATE: _____ Explanation: _____