

Chatham County Building Permit Expiration and Refund Policy

PURPOSE: This policy addresses expired building permits and permit refunds.

2009 Administrative Code and Policies SECTION 204 CITY AND COUNTY GOVERNMENT 204.3.2 Validity. In accordance with General Statutes 153A-358 for counties and 160A-418 for municipalities, a permit expires 6 months, or any lesser time fixed by local ordinances, after the date of issuance if the work authorized by the permit has not commenced. If, after commencement, the work is discontinued for a period of 12 months, the permit immediately expires. No work authorized by a permit that has expired may be performed until a new permit has been issued.

Commencement of Work. Commencement of work for new residential and commercial construction shall be the documented inspection date of a footing.

Footing Definition:

2009 Administrative Code and Policies SECTION 107 INSPECTIONS 107.1.1 Footing Inspection. Footing inspections shall be made after the trenches are excavated, all grade stakes are installed, all reinforcing steel and supports are in place and appropriately tied, all necessary forms are in place and braced and before any concrete is poured.

An inspection request to a site without the excavated footing does not constitute an inspection and does not constitute commencement of work. Inspection of a temporary saw service (t-pole) is not commencement of work.

Commencement of work for permits without a footing inspection (including but not limited to residential and commercial alterations, mobile homes, detached buildings, cell towers, trade permits) shall be a documented inspection date of work authorized by the permit. Inspection of a temporary saw service (t-pole) is not commencement of work.

Expired Permits. In compliance with **2009 Administrative Code and Policies SECTION 204 CITY AND COUNTY GOVERNMENT 204.3.2 Validity.** Expired permits are void. Work authorized by a permit which has expired may not be performed. The applicant will need to reapply for a new permit incurring the current fee schedule. The work will have to be in compliance with the building and technical code in effect on the date of permit issuance.

Refunds. If work has not commenced, a refund may be requested in writing within six (6) months of permit issuance (but not thereafter) by submitting a completed Chatham County Refund Request form. Chatham County will deduct applicable administrative fees from the balance. If a refund is received, the permit is void. If work has not commenced but a temporary saw service (t-pole) is erected, approved by Chatham County Inspections and in service, the pole must be removed. A Chatham County Building Inspector must verify power pole removal for the disconnection of service prior to submitting the written request for refund.