



Clark County Building Department

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Division:	Building Inspection	Directive:	BI-DI-007
Subject:	EXPIRED PERMITS	Effective Date:	12/01/1999
Code:	N/A	Revised Date:	08/01/2013

GENERAL DIRECTIVE:

Inspection Division personnel are not authorized to reopen expired permits. The issuance, extension, and re-issuance of permits are the responsibility of the Department management staff and Permit Application Division.

In the event a permit holder contacts Inspection Division personnel concerning reopening an expired permit, they are to be directed to the Permit Application Division.

An inspector or a supervisor who becomes aware of an expired permit and believes that actions by the Inspection Division have caused or allowed the permit to expire erroneously are directed to review the permit specifics with an Inspection Division Manager. If deemed appropriate, the Manager shall contact the Building Plans Examination Manager to request reopening and complete the necessary documentation. Office support staff, inspectors, specialists and supervisors are not authorized to request a permit be reopened or time extension be granted.

Revision History:

POLICY #	TITLE	Effective Date	Revised	Reviewed
DG-015	Expired Permits	December 1, 1999	March 11, 2004	
BI-DI-007	Expired Permits			August 15, 2008
BI-DI-007	Expired Permits		August 1, 2013	

Approved by:
Ronald L. Lynn, Director

Concurred by:
Gregory J. Franklin, Assistant Director