



City of Burbank - COMMUNITY DEVELOPMENT DEPARTMENT  
**BUILDING & SAFETY DIVISION**  
**PLAN CHECK REINSTATEMENT  
REQUEST**

ACTIVITY NO.  
BS \_\_\_\_\_

*THIS IS AN APPLICATION TO REINSTATE AN EXPIRED PLAN CHECK. WORK IS NOT AUTHORIZED  
UNTIL PERMITS HAVE BEEN ISSUED AND ALL FEES HAVE BEEN PAID.*

PROJECT ADDRESS:

PROPERTY OWNER:

ADDRESS:

CITY/STATE/ZIP:

APPLICATION NUMBER: BS

APPLICANT :

APPLICANT'S ADDRESS:

CITY/STATE/ZIP:

TELEPHONE:

EMAIL:

**Under provisions of California Building Code Section 105.3.2**, every application for permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued.

Requests to reinstate expired plan check applications shall be submitted to Building & Safety and Planning divisions to verify compliance with state and local codes in effect at the time of reapplication. Applications for single-family additions and new construction are subject to current Single Family Development standards. Affected applicants shall submit a complete application, including plans, construction documents and any additional information required by the City. Additional fees may apply.

**STATE THE REASON FOR THE REQUEST:**

**CERTIFICATION REQUIREMENTS**

**I hereby request a reinstatement of the above-listed plan check and will provide all plans and documents required by the City to process this request. I understand that this application will be subject to state and local codes in effect at the time of resubmittal and additional fees may apply.**

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_