



Building Inspections: Inspection Close Out/Extension Form

During this critical time for everyone, the Building Inspections Department is giving contractors and homeowners the option to submit this form as well as pictures of the final installation or postpone the inspection hot water heaters and mechanical inspections. Electrical/Plumbing Emergency do not apply. All information is required on this form for the form to be approved.

Please choose the option that applies in order to close out or extend your permit.

- Take a picture of the finished project and email this submission form and the picture(s) to permits@fairviewtexas.org

Contractor/Company Name Responsible for the permit: _____

Contractor/Company Contact Phone: _____

Contractor/Company Contact Email: _____

Homeowner's Name: _____

Homeowner's Contact Phone: _____

Homeowner's Email: _____

Project Address: _____

Scope of work: _____

- Make this request for the permit to be extended, at no additional charge, for 180 days; in order to schedule the inspection at a late date.

This option does not apply to expired permits.

Contractor/Company Name Responsible for the permit: _____

Contractor/Company Contact Phone: _____

Contractor/Company Contact Email: _____

Homeowner's Name: _____

Homeowner's Contact Phone: _____

Homeowner's Email: _____

Project Address: _____

Scope of work: _____

Sign: _____ Date: _____

By agreeing to either option, the permit holder agrees to being responsible for making sure the permit gets closed by the original expiration date if submitting pictures or by the extending expiration date. It is the permit holder's responsibility to confirm we have received this form and the required documentation (if applicable). If this form and/or no documentation is submitted, the original expiration date will apply, and inspection will be required to close out the permit. **This policy will be re-evaluated weekly and changed to reflect current conditions as necessary.**

The Town of Fairview is closely monitoring the impacts of coronavirus (COVID-19) and currently has plans in place to protect our residents and first responders as the situation develops. These plans are in line with guidance from our healthcare partners, which include our county health departments, the Texas Department of State Health Services, and the expert guidance of the Centers for Disease Control. Plans include social distancing practices and the postponement of events, large gatherings, and public facilities **as needed**. Any cancellations or closures will be announced via the Town's webpage and social media channels. The Town is always working to ensure the continuity of government so that critical services continue without interruption.