



Request for Extension of 120-Day Review Period

State law requires the City to issue a final decision on land use reviews within 120 days of receiving a complete application. State law also allows the applicant to request an extension of the 120-day review period for up to an additional 245 days. When extensions are requested, it is important to ensure that there is adequate time to accommodate the required public review, drafting the decision, and any required hearings (including appeals) within the extended review period.

If requesting an extension of the 120-day review period, please sign this form and return it to the planner assigned to your file.

File Information

1. Applicant Name: _____

2. Planning File #(s): _____

Extension Request

Please check one of the following:

Extend the 120-day review period to a date certain of _____

Maximum allowed extension: 245 days

The total number of extensions requested cannot exceed 245 days.

By signing this form, I acknowledge that the 120-day review period for my land use review application will be extended for the number of days specified.

Applicant Signature:

Date:
