



# EXTENSION REQUEST APPLICATION

### APPLICANT INFORMATION

APPLICANT NAME: \_\_\_\_\_

BUSINESS NAME (if applicable): \_\_\_\_\_

APPLICANT AFFILIATION WITH PROPERTY (i.e. owner, manager, etc): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

LEGAL DESCRIPTION: LOT(S): \_\_\_\_\_ BLK(S): \_\_\_\_\_ SUB: \_\_\_\_\_

### EXTENSION REQUEST TYPE:

**PERMIT OR CASE #**

**TIME REQUESTED**

BUILDING PERMIT # \_\_\_\_\_

\_\_\_\_\_ / DAYS

TEMPORARY C OF O & PERMIT # \_\_\_\_\_

\_\_\_\_\_ / DAYS

CODE ENFORCEMENT CASE # \_\_\_\_\_

\_\_\_\_\_ / DAYS

OTHER: \_\_\_\_\_

\_\_\_\_\_ / DAYS

**REASON(S) FOR EXTENSION:** *(Please attach additional pages and/or supporting documentation if needed.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**\*\*\*\* FOR INTERNAL USE ONLY \*\*\*\***

**\*\* Approval of all extension requests are at the discretion of the Planning & Development Director and/or Building Inspector\*\***

**EXTENSION REQUEST:**

[DATE STAMP]

DISAPPROVED

APPROVED

DAYS APPROVED: \_\_\_\_\_

\_\_\_\_\_  
*Authorized Official*

\_\_\_\_\_  
*Date*

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_