

INFORMATION		Office use only
Site street address/location	Assessor's # (9 digits)	Base district zoning and overlays applied to the project site at time of: Initial land use permit application
Name of owner	Name of applicant (if different than owner)	Extension request application
Phone	Phone	Plan map amendments affecting the site since application approval
Email	Email	
PROPOSAL SUMMARY		
Description of approved development		Describe any council-enacted revisions to the GCDC implemented since the application approval.
EXTENSION INFORMATION		
Name/title of project		Permit number
Staff report date	Effective date	12-day appeal period end date
Detailed description of reason for delay		
How is the reason beyond the control of the permit holder/applicant?		
Is the purpose for the extension request to avoid complying with conditions of approval or the Gresham Community Development Code?		

**STAFF FINDINGS**

- The applicant requested an extension prior to the expiration of the development permit to be extended.**
- The extension request is approved on the following basis:**
- The request for extension is not an attempt to avoid any responsibility imposed by the Gresham Community Development Code or the Development Permit # \_\_\_\_\_ - \_\_\_\_\_.
  - Development Code Compliance (select one)
    - There has been no change in the Development Code since approval of the development permit; **or**
    - There has been a change in the Development Code since the approval of the development permit, but it would not require significant modification of the permit or conditions of approval.
  - There has been no change that would alter the need for public facilities.
  - There has been no change to the Plan Map designation of the property since approval of the development permit that would prevent approval under the plan map designation in effect at the time of the extension request.

**DECISION**

- |  |  |
|--|--|
| <input type="checkbox"/> The development permit deadline is extended by _____ days and will now expire on _____, 20 _____. | <input type="checkbox"/> The extension request is denied on the following basis: |
|--|--|

**RIGHT TO APPEAL**

You may appeal this decision by filing an appeal within twelve (12) days of this notice of the decision (**by 5:00 pm on \_\_\_\_\_, 20 \_\_\_\_**). The notice of appeal will conform to Section 11.0500 of the Gresham Community Development Code and will include:

- An identification of the decision looking to be reviewed (including date of decision);
- A statement of interest of person seeking review that they were part of the initial proceedings; and
- A detailed statement of the decision being appealed and a statement regarding the basis of the appeal, including what approval criteria were improperly evaluated or applied to the decision.

Appeals will be filed at the City Hall Permit Center with a fee of **\$250**.

**CERTIFICATION AND APPROVAL**

I affirm that the information and reasoning provided above are true and accurate. I also verify that I am the property owner or an authorized representative of the property owner in this matter.

\_\_\_\_\_  
Applicant/representative signature

**or**

\_\_\_\_\_  
Owner signature

\_\_\_\_\_  
Development Planning Manager/Designee

Signature indicates  Approval  Denial

Submittal date:	Received by:	Fee paid: \$	Decision date:
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