



The preparer is legally responsible for signatures whether a graphic, typewritten, or handwritten. Documents may not be restricted by digital signatures or otherwise.

Pursuant to Section 12.10.320(d) of the County Code, you have until the expiration date of your application to resolve all deficiencies and obtain your permit. The expiration date is two years after the application date or six months from the date the application is approved. You may request up to two extensions prior to the expiration date. Each extension will extend the application by 6 months.

A. Project Information	
APN: _____	Date: _____
Permit No.: _____	
Name: _____	Email: _____

B. Explain Why an Application Extension is Requested

C. Instructions for Submitting this Form
<input type="checkbox"/> Complete this form in its entirety. <input type="checkbox"/> Submit the form in-person (check online for counter hours) or by mail with a check made out to the County of Santa Cruz to the following address: County of Santa Cruz, Planning Division ATT: Building Counter 701 Ocean St., 4 th Floor Santa Cruz, CA 95060

D. Check the Boxes Below
<input type="checkbox"/> I have checked with a Building Counter Technician for the total amount due and have enclosed a check made out to the County of Santa Cruz. Regardless of the County's determination, I understand that the fees will not be refunded. <input type="checkbox"/> I understand that inaccurate information may result in the denial of my request. <input type="checkbox"/> I understand that my request may be denied if other approvals (such as a discretionary permit) have expired or will expire during the extension period.

Signature: _____

Date: _____