

**Administrative Time Extension Application for a Development Order  
(Commencement of Development / Plat Recordation / Conditions of Approval)**

Palm Beach County Unified Land Development Code - Article 2, Chapter E

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1. Control No. \_\_\_\_\_ Resolution No. \_\_\_\_\_ Application No. \_\_\_\_\_  
PCN(s) \_\_\_\_\_

2. A time extension of \_\_\_\_\_ months is sought for the following:

Commencement of Development: Current Due Date \_\_\_\_\_

Plat Recordation: Current Due Date \_\_\_\_\_

Time-Certain Conditions of Approval:

Condition No. \_\_\_\_\_ Current Due Date \_\_\_\_\_

Condition No. \_\_\_\_\_ Current Due Date \_\_\_\_\_

For Traffic Performance Standards (TPS) conditions, you must also submit a revised Traffic Impact Study along with a review fee of \$2.40 per new daily trip (with a minimum fee of \$360.) to the Traffic Division.

The Traffic Division can be contacted at 561-684-4030. A TPS time extension is at the discretion of the Traffic Division.

3. APPOINTMENT OF AGENT (if any)

I (the owner) hereby authorize \_\_\_\_\_ to request a time extension pursuant to Section 252.363, F.S., and to make representations on my behalf. Consent to a firm shall be deemed consent for the entire firm, unless otherwise specified. Consent is valid for one year from date signed, unless less time is specified.

4. OWNER

\_\_\_\_\_  
Signature                                  Corp. Title (if any)                          Street Address

\_\_\_\_\_  
Print Name of Signatory                          Corp. Name (if any)                          City, State, Zip Code

\_\_\_\_\_  
Email Address                                  Telephone Number

5. AGENT

\_\_\_\_\_  
Name of Agent                                  Name of Firm

\_\_\_\_\_  
Street Address                                  City, State, Zip Code

\_\_\_\_\_  
Email Address                                  Phone Number

The filing fee for each time extension application is **\$359.**

You may pay by check online or in-person with the PZ&B cashier.

For information, refer to the instructions on our webpage or contact the Monitoring staff at 561-233-5322.

This document is ADA compliant. Revised: 03/01/2024