



**Time Extension Request  
 120-Day/100-Day Period**

<b>File #:</b>		<b>Date:</b>	
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I, \_\_\_\_\_, as owner or authorized representative of the owner of the property  
*Applicant (Print Name)*  
 known as Assessor's Map and Tax Lot(s) \_\_\_\_\_ that is the subject of the land use  
 application Department File Number \_\_\_\_\_ and is the subject of this request, voluntarily  
 request an extension of the 120-day period in ORS 227.178(1) or the 100-day period in ORS 197.311, as applicable to my  
 application, for \_\_\_\_\_ days<sup>1</sup> in order to submit additional information. Furthermore, I voluntarily request that  
*Enter # Calendar Days*  
 the City delay processing of the application for the same number of days.

I understand:

- 1) By signing this form, I am requesting that the City extend the statutory timeline requirements  
 of ORS 227.178(1) or ORS 197.311, as applicable to my application, for making a final decision on my application.  
 This extension request is irrevocable and I may not change my mind later except by withdrawing my application,  
 filing a new application, and paying the associated fees.
- 2) This request for an extension is made freely and without compulsion by the City, and is not conditioned on any  
 City action apart from granting the delay requested for processing the application, if any.
- 3) I may request that the City resume processing my application at any time and understand that any such  
 request has no effect on the statutory timeline extension granted.
- 4) The City of Springfield is not obligated to accept this time extension request

\_\_\_\_\_  
*Signature (Authorized Representative/Owner)*

\_\_\_\_\_  
*(Date Signed)*

<b>City of Springfield Planning</b>		
<b>Accepted</b>	_____ <i>Signature</i>	_____ <i>Date</i>
	_____ <i>Print</i>	
<b>THE EXTENDED PERIOD GRANTED BY THIS REQUEST WILL ELAPSE ON _____.</b>		
<i>Date</i>		

<sup>1</sup>In accordance with ORS 227.178(5), the total period of time an application can be put on hold and final action timeline extended by an applicant may not exceed 245 days, unless further extended for mediation as described in ORS 227.178(11).