

EXTENSION OF TENTATIVE MAPS OR CONDITIONAL USE PERMITS

There will be no notification from the Planning Department to remind you to request an extension of time. It is your responsibility to notify the City of your desire for an extension; this should be submitted in writing no later than 60 days prior to expiration date. You may send your request via facsimile to (661) 723-5926. To assist you in keeping track of your project, you may check the on-line Development Summary Report which can be found at www.cityoflancafterca.org (I Want To... / Download / Planning Documents). For your convenience, the Findings form, the Financial Interest Disclosure form, and the Fee Schedule are also available under Planning Documents.

Extensions of projects are not an automatic function and will be considered in light of progress made by the applicant toward starting the project.

In light of the possibility that water may not be available for all residential and commercial projects in the future, the Planning Commission may consider that issue in either granting or denying all projects, including the extension of tract maps or conditional use permits.

Checklist of Items to be Submitted

- Findings form
- Financial Interest Disclosure form
- Check made payable to the City of Lancaster (see Fee Schedule)
- Two (2) sets of current mailing labels
- Radius Map (500-foot for urban or commercial zonings and 1,500-foot for rural zonings)

All items should be submitted to the following address within 60 days of the project's expiration date or it could be delayed and/or expire:

City of Lancaster
Planning Department
44933 Fern Avenue
Lancaster CA 93534

Upon receipt of the letter requesting a one-year extension, the fee, the completed findings and "Financial Interest Disclosure" forms, labels, and evaluation/confirmation of progress, Planning Department staff will be able to determine the date on which the request will be scheduled for the Planning Commission's consideration.

If you have any questions, please contact the Planning Department at (661) 723-6100.