Administrative Time Extension Application for a Development Order
(Commencement of Development / Plat Recordation / Conditions of Approval)
Palm Beach County Unified Land Development Code (ULDC) - 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 _____

   Per ULDC Article 12, "a time extension for the buildout Condition of Approval is approved by the County Engineer based upon an approved traffic study which complies with Mandatory Traffic Performance Standards in place at the time of the request." A review fee of $3.20 per new daily trip (with a minimum fee of $480) is paid to the Traffic Division. Please contact the Traffic Division for more information at 561-684-4030.

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 **$379**.
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: 10/01/2026