



Hover form fields for instructions.

Request for Extension of Time Code Compliance Division

Internal Use Only

Date received _____ Scheduled hearing date _____

Instructions

This application must be completed and submitted prior to the compliance date designated in the Final Order. Be specific when describing the basis for your request on page 2. Please return this form to the Code Compliance Division, 9551 W. Sample Rd., Coral Springs, FL 33065. The request will then be presented to the Special Magistrate. If you have any questions, please contact the Code Compliance Division at 954-344-5964.

WHEN A FINAL ORDER IS ISSUED, ADMINISTRATIVE COSTS OF THE HEARING AND RE-INSPECTIONS ARE INCURRED. IF AN EXTENSION OF TIME IS GRANTED, THESE ADMINISTRATIVE COSTS WILL STILL BE OWED BY THE RESPONDENT.

Property address Street address _____

City _____ State _____ ZIP Code _____

Property owner information

Name Daytime phone Evening phone Email

Mailing address _____
Street City State ZIP Code

Requestor information (if different from property owner) Property owner authorization is required.

Name Relationship to owner Phone Email

Process

The Special Magistrate may grant an extension of time for compliance after consideration of criteria which includes, but is not limited to, the following:

- Action taken to correct the violation since the original hearing
- An extraordinary hardship exists warranting consideration and/or
- The gravity of the violation.

The Petitioner may present evidence to the Special Magistrate at the hearing. Should the Petitioner not be present, the decision of the Special Magistrate shall be based upon this Request for Extension.

If the Special Magistrate denies the extension, the Final Order shall remain in effect and any fines shall remain in full force and effect.

Request

I, the above-named property owner or requestor (if different), do hereby submit this Petition in request for an extension of time and in support offer the following statement and documentation to support this Request for an Extension of Time.

How much time do you need to comply with your case? _____ or until (date) _____

Statement to support this request

You may attach any additional pages/documents you believe are necessary.

Owner/requestor signature & date

Notarization

STATE OF FLORIDA, COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this day, _____

by _____ who is personally known — or produced _____

Notary seal

Notary public signature