



City of Sebastopol

TIME EXTENSION REQUEST (Planning Commission Determination)

The submittal information shall be provided to the Planning Department. All submittal information shall be presented along with the related fees, and any additional information required by the Planning Department before the application can be accepted as complete.

Upon receipt of this information the Planning Department has 30 days in which to determine if the application is complete. The necessary level of environmental review must then be determined and completed. After this, the project can be scheduled before the Planning Commission within 3 to 6 weeks. The Planning Commission meets on the second and fourth Tuesday of every month at the Sebastopol Youth Annex, 425 Johnson Street, Sebastopol, CA at 7:00 p.m. A notice will be mailed no later than 10 days before the scheduled hearing.

The applicant and/or his representative must be present for any meetings. Failure to do so may result in the application being continued.

1. Application Form
2. Fee: As defined on the fee schedule listed on the Master Planning Application. Checks should be made payable to the City of Sebastopol.
3. Written project description of approved project.
4. Date of project approval.
5. Reason for time extension.

Further requirements may be made by the Planning Director or another reviewing Department.