

Request for Extension of Code Violation Compliance

Property Address: _____

Violation Case Number: _____

Date of Violation Notice: _____

I hereby request an extension of time to correct the cited code violation(s) at the above address. I understand the importance of timely compliance; however, due to hardship circumstances, I am unable to complete the necessary corrections within the original timeframe. The hardship preventing compliance by the original deadline includes (please explain in detail):

I respectfully request an extension of _____ additional days to comply with the requirements. I understand that failure to meet the extended deadline may result in further enforcement actions.

Requestor Information:

Name: _____

Phone: _____

Email: _____

Signature: _____

Date: _____

Office Use Only

Approved

Denied

Number of Days Granted: _____

Comments: _____

Authorized By: _____

Date: _____