



**Montgomery County Planning Department**  
Maryland-National Capital Park and Planning Commission

Effective: June 1, 2012

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Silver Spring, Maryland 20910-3760

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**EXTENSION REQUEST**

Request #1       Request #2       Request #3

M-NCPPC Staff Use Only			
File Number	_____	Fee (attach worksheet)	_____
Date Application Received	_____	Fee Received by	_____
		MCPB Hearing Date	_____

*An application will not be accepted for review unless all required information and fees are provided. If an item requires more space, attach a separate sheet.*

**Plan Name:** \_\_\_\_\_ **Plan No.** \_\_\_\_\_

This is a request for extension of:  Preliminary Plan (including any associated Site Plan)  Project Plan  APF Validity Plan will expire on: \_\_\_\_\_, requesting extension for \_\_\_\_\_ months until \_\_\_\_\_

**Applicant** *Owner, Owner's Representative, or Contract Purchaser – check applicable; written verification required if not the owner.*

\_\_\_\_\_  
*Name* *Contact Person*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City* *State* *Zip Code*

\_\_\_\_\_  
*Telephone Number* *ext.* *Fax Number* *E-mail*

**Attorney**

\_\_\_\_\_  
*Name* *Contact Person*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City* *State* *Zip Code*

\_\_\_\_\_  
*Telephone Number* *ext.* *Fax Number* *E-mail*

*Applicant hereby certifies that he/she  is the sole owner of the subject property,  is otherwise legally authorized to represent the owner(s) (written verification provided), or  is a contract purchaser authorized to submit this application by the property owner (written verification provided).*

**Signature of Applicant** *(Owner, Owner's Representative or Contract Purchaser)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Name (Type or Print)*

**Checklist**

**General Information**

1. Complete application form and checklist.....
2. Complete fee schedule and worksheet and fee.....
3. Copies of Approved plan.....
4. Notice List prepared in conformance with the Manual of Development Review Procedures on printer labels and paper copy of labels.....
5. Current valid Planning Board Opinion(s).....
6. Letter justifying request.....
7. Prior Extension Approvals, if applicable.....

No. Copies	Engineer/Surveyor	M-NCPPC Staff
1	Submitted or Waived By	Accepted or Not Accepted
1		
3		
2 sets of Labels & 1 paper copy		
2		
3		
2		