



RIVERSIDE COUNTY  
PLANNING DEPARTMENT

Charissa Leach, P.E.  
Assistant TLMA Director

LAND USE APPLICATION OVERTIME REQUEST FORM

Situs Address: \_\_\_\_\_

Person requesting Overtime processing: \_\_\_\_\_  
*Print Name*

Relationship to Case: \_\_\_\_\_  
*Agent, Owner, Engineer, Contractor, Architect, etc.*

Reason for requesting Overtime consideration:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This Overtime request is limited, as follows:  
 No Limit  
 Limit to \_\_\_\_\_ hours  
 Limit to work prior to date \_\_\_\_\_  
 Additional limitations: \_\_\_\_\_

Planner: \_\_\_\_\_  
 Accept       Decline

I understand that if the Overtime for Land Use application review and processing is approved, that additional charges will be incurred and assessed to the case.

\_\_\_\_\_  
*Signature of person requesting Overtime*

**APPROVED**  
 **DENIED**

\_\_\_\_\_  
Planning Director      Date: \_\_\_\_\_

Y:\Current Planning\LMS Replacement\Condensed P.D. Application Forms\295-1074 Overtime Request Form.docx  
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*"Planning Our Future... Preserving Our Past"*