



City of Malibu

23825 Stuart Ranch Road · Malibu, California · 90265-4861
Phone (310) 456-2489 · www.malibucity.org

WOOLSEY FIRE Non-Conforming In-kind Disaster Rebuild Building Permit Time Extension Request

The City of Malibu will not accept incomplete applications.

Staff use only

Woolsey Fire Extension No. _____

To submit a Woolsey Fire building permit time extension request:

To request a time extension to obtain building permits for a previously approved Planning Verification for a non-conforming in-kind rebuild, the request must be timely received by the Planning Division in person or via email to planningadmin@malibucity.org. The deadline to submit a Woolsey Fire building permit time extension request is **November 8, 2026**. Per California Code of Civil Procedure Section 12(a), because this falls on a weekend, the City will accept requests received and paid on the next business day, Monday, November 9, 2026, by 5:30 PM.

Extensions for building permits may not total more than three years for a maximum total of eleven years from the date of the disaster, with maximum extension to **NOVEMBER 8, 2029**. For questions about this form, please email revans@malibucity.org.

Site Address: _____

Planning Verification-Woolsey Fire No: _____ (if applicable)

ALL of the following must be timely filed to perfect a time extension request.

1. Time Extension Checklist

This form with property owner's signature _____

2. Time Extension to Obtain Building Permits Request Letter

A letter setting forth unusual circumstances that render strict compliance to the deadline an undue hardship. Property Owners are encouraged to provide evidence of such hardship. This letter and evidence will be provided to the Planning Commission. I am requesting an extension for ____ year(s).

3. Time Extension Fee (Director: \$723) (Planning Commission: \$2,600) or currently adopted fee

4. Property Owner's /Occupant's Information

Name: _____

Property Owner's mailing Address: _____

Property Owner's telephone: _____

Property Owner's email address: _____

5. Proof of Ownership / Authorized Representatives

If grant deed or title report is held by an LLC or Trust, submit Operating Agreement for LLC or Trust Documents for Trusts to identify authorized representatives

6. Applicant's Information

If an applicant is submitting this form on behalf of the property owner, the Authorization to Submit a Project must be filled out and returned with this form.

Name: _____

Applicant's mailing address: _____

Applicant's telephone: _____

Applicant's email address: _____

7. Acknowledgements

MMC Section 17.60.020(A) states "Any structure which was lawfully erected and which does not conform to the current design and development standards or lot development criteria of this title may be continuously maintained and shall be treated in all respects as though in full compliance with this title."

Pursuant to MMC Section 17.60.020(C), any structure described in subsection Section 17.60.020 (A), may be remodeled, or may be reconstructed in the general location and to the same height as it existed prior to damage or destruction, subject to obtaining planning verification and provided that the application for the reconstruction is initiated with the city within six years of the date of damage or destruction, and a building permit is diligently pursued and obtained within eight years from the date of damage or destruction and has not expired. A request for an extension of time to the six-year or eight-year periods may be granted by the Planning Commission where it finds, based on substantial evidence, that due to unusual circumstances, strict compliance with the six- or eight-year limit creates an undue hardship. **Extensions for building permits may not total more than three years for a maximum total of eleven years from the date of the disaster.** Any reconstruction shall extend the termination date described in Section 17.60.040 for the use operating within such a structure.

I hereby certify that I am presently the legal owner of the above-described property and have read MMC Sections 17.60.020(A) and (C).

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

I hereby certify that the time extension request submittal contains all of the above items. I understand that if any of the items are missing or subsequently deficient, the time extension shall be deemed to have been withdrawn and the request is invalid. I acknowledge that the City strongly encourages me to immediately calendar the expiration date of this permit, that it is my responsibility to monitor its status and that the City has no ability to provide relief when a permit has expired.

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

8. Indemnification Clause

The property owners, and their successors in interest, shall indemnify and defend the City of Malibu and its officers, employees and agents from and against all liability and costs relating to the City's actions concerning this project, including (without limitation) any award of litigation expenses in favor of any person or entity who seeks to challenge the validity of any of the City's actions or decisions in connection with this project. The City shall have the sole right to choose its counsel and property owners shall reimburse the City's expenses incurred in its defense of any lawsuit challenging the City's actions concerning this project.

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

Note: November 8, 2024 was the deadline to submit a time extension request to submit a Planning Verification for non-conforming structures damaged or destroyed in the Woolsey Fire. No request to extend the deadline to submit a Planning Verification can be accepted at this time.

AUTHORIZATION TO SUBMIT A PROJECT

_____(print name) is authorized by me/us as the owner(s) of the property located at _____, to submit an application to and obtain permits from the City of Malibu Planning Division and to act on my/our behalf of the process that applicant. This authorization will be valid until revoked by me/us in writing.

This form must be notarized if not witnessed by City of Malibu staff.

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

PROPERTY OWNER SIGNATURE

PROPERTY OWNER NAME (PRINT)

DATE

Witnessed by:

Dated: _____

Witness Signature (Staff)

Print Name