

**SANTA BARBARA COUNTY
AIR POLLUTION CONTROL DISTRICT
POLICIES AND PROCEDURES**

Policy No.	<u>6100.006.1988</u>	Draft	_____
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Date:	<u>July 29, 1988 (revised May 21, 1997)</u>	Pages	<u>1</u>
Topic:	<u>Applicant Request of ATC Time Extension or "Clock Stopping"</u>		
Distribution:	<u>APCD Staff</u>		

This memorandum provides guidance on proper response to applicant requests to extend the time period for processing an ATC application or for stopping the ATC processing time-clock.

The District Rules 208 specifies the time periods for processing applications for ATC permits. Once a required time-clock has been started the time-clock shall not be stopped or put "on hold" during processing. By denying requests to "stop the clock," the District ensures that rules which apply to the project are not inappropriately frozen for an extended period of time.

Timelines for ATC time extensions are specified in Rule 208.

Policies and Procedures Memoranda are intended to provide agency staff, applicants and the public guidance relative to standardized District procedures. These policies and procedures shall not be interpreted in conflict with District Rules and Regulations or administrative policies, and may be modified or updated periodically without advance notice.

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