SAMPLE WAIVER OF RIGHT FOR 30-DAY ACTION LETTER

Date

Town of Prosper
Development Services Department
Planning Division
P.O. Box 307
Prosper, Texas 75078

RE: Waiver of Right for 30-Day Action

Planning Division:

As the owner, applicant and/or representative of the *(insert Town case number – Development Case D15-xxxx and type of plat – preliminary, final, conveyance, amending, or replat)* plat for *(insert subdivision name, block,and lot)*, I hereby waive the right for action on the plat within thirty (30) days of the application date of the plat. The plat and associated plans will be resubmitted to the Planning Division fourteen (14) days prior to the desired meeting to provide adequate time for staff review and scheduling purposes.

Sincerely,

Insert Printed Name and Signature of Owner, Applicant and/or Representative as shown on the application