

**ACCESSORY DWELLING UNIT AGREEMENT  
TO TOLL THE 60-DAY REVIEW PERIOD**

The undersigned hereby certify that \_\_\_\_\_ is/are the owner(s) of the hereinafter described real property located at \_\_\_\_\_ in the City of Westminster, County of Orange, State of California (“The Property”).

We/I have applied for approval from the City of Westminster (hereinafter “City”) to construct an accessory dwelling unit (the “Accessory Dwelling Unit” or “ADU”), and/or junior accessory dwelling unit (the “Junior Accessory Dwelling Unit” or “JADU”) on the Property. The plan check process for ADUs and JADUs is a 60-day period from the date a complete plan check application is submitted to the Building and Safety Division, to the date permits are issued. ADU plan check reviews, which are not acted upon by the City within the 60-day period, will automatically be approved.

When submitted plans do not meet applicable code standards, the City of Westminster gives applicants the opportunity to make the noted corrections. Once all corrections are made, the applicant must resubmit the corrected set of plans to ensure code compliance.

We/I have agreed to toll the 60-day review period required by the State of California, while the plans are in our/my possession. It is our/my responsibility to ensure all necessary corrections to the plans are made, and resubmitted to the Building and Safety Division within two weeks of our receipt of the plans. The City will not be subject to the 60-day review period unless the plans are physically in its possession. We/I understand that failure to sign this agreement, and/or failure to meet the resubmittal timeline will result in the denial of our/my application.

**APPLICANT SIGNATURE**

**X**  
\_\_\_\_\_  
**Applicant Name (Print)**

**X**  
\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date of Signature**