



APPLICATION for a
**PETITION TO APPEAL
ADMINISTRATIVE DECISION** within
COALVILLE CITY:

For Office Use Only:	
Application #: _____	Application Date: _____
Expiration Date: _____	Denial Date: _____
Fee Paid: \$ _____	Receipt #: _____

Decision being appealed _____ **Date of Decision** _____

****All Appeals must be made within 15 days following the administrative decision.*

Name of Owner: _____
Address of Owner: _____
Phone: _____ Cell: _____
Email: _____ Fax: _____

Check if the same as the Owner

Name of Applicant: _____

Address of Applicant: _____

Phone: _____ **Cell:** _____

Email: _____ **Fax:** _____

Process:

Appeals of City actions shall be by letter or petition and contain the name, address, and telephone number of the petitioner; relationship to the project or subject property; and the reasons for the appeal, including specific provisions of this Code, that are violated by the action taken.

1. The owner of the property acted on by the City, and any person living or owning property within the City has the right to appeal to final decision of the Land Use Authority or the Legislative Body regarding Planning and Zoning decisions.
2. The petition must be filed in writing with the City Recorder within fifteen (15) calendar days of final project action.

The petition for the appeal shall have the following information:

- i. Name, address, and telephone number of the petitioner and agent, if any
 - ii. Name of the project
 - iii. Reason for the appeal.
3. The City shall set a date for the appeal, which shall be no more than thirty (30) calendar days from the date the notice of appeal is filed with the City, and can meet the notice requirements

Please include with the application:

- A. Copy of the petition
- B. If applicable, please attach a site plan, building floor plans, and building elevations.
- C. The filing fee, publication costs and cost of first class postage for notification to each address within 300 feet of the petition location. All to be due at time of application. Please do not provide postage stamps, metered stamps, or envelopes.

Fee:

A filing fee of (\$200 + Notification and Publication Costs). All fees due at time of application

Notice: Additional information may be required by the project planner to ensure adequate information is provided for staff analysis.

All information submitted as part of the application may be copied and made public including professional architectural or engineering drawings which will be made available to decision makers, public and any interested party.

File the complete application at:

Coalville City Hall
10 North Main Street
Coalville, Utah 84017

Signature of Applicant: _____ Date: _____