



NOTICE OF APPEAL

***Monterey County Code
Title 19 (Subdivisions)
Title 21 (Zoning)***

***No appeal will be accepted until a written decision is given. If you wish to file an appeal, you must do so on or before * (10 days after written notice of the decision has been mailed to the applicant).
Date of decision *.***

1. Please give the following information:

- a) Your name _____
- b) Address _____
- c) Phone Number _____

2. Indicate your interest in the decision by checking the appropriate box:

- Applicant
- Neighbor
- Other (please state) _____

3. If you are not the applicant, please give the applicant's name:

4. What is the file number of the application that is the subject to this appeal?

Indicate the file number of the application that is the subject of the appeal and the decision making body (i.e., Zoning Administrator, Chief of Planning Services, Subdivision Committee).

- a) File Number _____
- b) Decision Making Body _____

5. What is the nature of your appeal?

a) Are you appealing the approval or the denial of an application? (Check appropriate box)

b) If you are appealing one or more conditions of approval, list the condition number and state the condition(s) you are appealing. (Attach extra sheets if necessary).

6. Check the appropriate box(es) to indicate which of the following reasons form the basis for your appeal:

There was a lack of fair or impartial hearing; or

The findings or decision or conditions are not supported by the evidence; or

The decision was contrary to law.

You must next give a brief and specific statement in support of each of the bases for appeal that you have checked above. The Planning Commission will ***not*** accept an application for appeal that is stated in generalities, legal or otherwise. If you are appealing specific conditions, you must list the number of each condition and the basis for your appeal. (Attach extra sheets if necessary).

7. As part of the application approval or denial process, findings were made by the decision making body (Director of Planning and Building Inspection, Zoning Administrator, or Minor Subdivision Committee). In order to file a valid appeal, you must give specific reasons why you disagree with the findings made. (Attach extra sheets if necessary).

8. You are required to submit stamped addressed envelopes for use in notifying interested persons that a public hearing has been set for the appeal. The Planning and Building Inspection Department will provide you with a mailing list.

9. Your appeal is accepted when the Secretary of the Planning Commission accepts the appeal as complete on its face, receives the filing fee (\$4,821.67) and stamped addressed envelopes, and places the appeal for public hearing on the Planning Commission agenda.

APPELLANT SIGNATURE _____ **DATE** _____

ACCEPTED _____ **DATE** _____

SECRETARY OF THE PLANNING COMMISSION