



APPEAL APPLICATION FORM

Pursuant to Chula Vista Municipal Code Chapter 19.14, an interested party may file an appeal of an original decision made by the Zoning Administrator or the Planning Commission. All appeal filings must be complete and must be timely and duly filed with the City Clerk’s office at (276 Fourth Avenue, Chula Vista, CA 91910). All appeals must be filed within 10 business days of the original decision’s date, and all fees must be paid in advance of this deadline. If a timely and valid appeal form is filed with the City Clerk’s office and all fees paid, city staff will confirm a hearing date within 30 days of receipt. The hearing for the appeal will occur no later than 60 days from the date of receipt of the appeal.

Project Information:

Name: _____ Phone (____) _____ - _____

Address: _____

Name of Project: _____ Parcel Number: _____

Project Address: _____

Project Description: _____

(Example: variance, conditional use permit, design review etc.)

Date of Decision: ____/____/____ Zoning Administrator Planning Commission

Interested Party:

Definition: MC 19.04.002: “Interested party” means any person who, in person or through a representative, appeared at a public hearing of the City of Chula Vista, or made written comments via U.S. Mail, e-comment via U.S. Mail, e-comment or electronic mail (email) to the City in connection with a decision or action appealed. “Interest party” shall also include the applicant for a permit.

Applicant Present at Public Hearing for Project Submitted Written Comments on Project

Grounds for Appeal:

Grounds for appeal must be based on at least one of the following. Please check what applies:

Factual Error The statements or evidence relied upon by the decision maker when approving, conditionally approving, or denying a permit, map, or other matter was inaccurate;

New Information New Information is available to the applicant or the interested person that was not available through that person’s reasonable efforts or due diligence at the time of the decision; or

Findings Not Supported The decision maker’s stated findings to approve, conditionally approve, or deny the permit, map, or other matter are not supported by the information provided to the decision maker.



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Specific Claims of Appeal:

A detailed response must refer to at least one of the reasons listed on page 1 for the appeal and provide proof of the facts and circumstances on which the claim of the appeal is based.

Use the space below to provide a response. Attach additional sheets, if necessary.

Signature of Appellant: _____

Date: ____/____/____

CITY STAFF USE ONLY

Development Services Department

City Clerk

STAFF USE ONLY
Date Received: _____
Fee: _____
Receipt # _____
Project # _____