



CITY OF LOS ALAMITOS

APPEAL FORM AND HANDOUT

City Clerk's Office
3191 Katella Ave., Los Alamitos, CA 90720-5600
Phone: (562) 431-3538 Fax: (562) 493-0678

FOR OFFICE USE ONLY

(DATE STAMP)

An appeal shall be filed within twenty (20) calendar days ten (10) calendar days in the case of a large family day care home permit) after the final action of the director or Commission.

APPEAL OF:

- Director of Community Development Decision
 - Non-resident (\$2,547.00) Resident (\$867.00)
- Planning Commission Decision
 - Non-resident (\$2,349.00) Resident (\$1,038.00)

Type of Permit (example: CUP, SPR, etc.): _____ Permit Number: _____

Address of Project: _____ Decision Date: _____

APPELLANT INFORMATION

Name of Applicant (Appellant): _____

Mailing Address: _____

Telephone Number: (____) _____ - _____ Email: _____

In what capacity is the appellant filing? Recorded Property Owner Interested Party Effected Party

PROPERTY OWNER INFORMATION (IF KNOWN)

Name of Property Owner: _____

Mailing Address: _____

Telephone Number: (____) _____ - _____ Email: _____

Describe what portion(s) of the decision you are appealing: _____

Describe the Purpose for Your Appeal (be specific): _____

APPLICANT CERTIFICATION:

I hereby certify that all information contained in this application is, to the best of my knowledge, true and correct. FALSE OR MISLEADING INFORMATION GIVEN IN THIS APPLICATION SHALL BE GROUNDS FOR DENYING APPLICATION. I hereby grant the City authority to post required public notices.

Signature: _____ Date: _____

Chapter 17.60 Appeals

Sections:

- 17.60.010 Standing to Appeal
- 17.60.020 Time to File Appeal
- 17.60.030 Content of Appeal Filing
- 17.60.040 Course of Appeals
- 17.60.050 Hearings and Notice

17.60.010 Standing to Appeal

Any person may appeal a decision of any official body, except that administrative decisions requiring no discretionary judgment may not be appealed.

17.60.020 Time to File Appeal

Appeals must be filed within 10 business days of the rendering of a decision which is being appealed.

17.60.030 Content of Appeal Filing

The appeal shall concern a specific action and shall state the grounds for appeal. Applicable fees for the appeal shall be paid as established by Council resolution.

17.60.040 Course of Appeals

- A. Decisions of the Director shall be appealed to the Planning Commission. Such appeals shall be filed with the Director.
- B. Decisions of the Planning Commission shall be appealed to the Council. Such appeals shall be filed with the City Clerk.
- C. The Director or City Clerk, as applicable, shall have the authority to combine multiple appeal filings for a single public hearing.

17.60.050 Hearings and Notice

- A. Within 30 days after the receipt of a notice of appeal and fee, or after the Planning Commission or Council has voted for a call for review, the appeal shall be transmitted to either:
 - 1. **Appeals to the Planning Commission.** The Director, who shall place the item on the commission agenda for a public hearing; or
 - 2. **Appeals to the Council.** The City Clerk, who shall place the item on the Council agenda for a public hearing.
- B. Action on appeals shall be “de novo” review and shall be considered at the same type of hearing and after the same notice that is required for the original decision.
- C. In the event new or different evidence is presented on appeal, the Council may, but shall not be required to return the matter to the Planning Commission for further consideration.