



**For Office Use Only**

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Application \$ \_\_\_\_\_

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## APPEAL APPLICATION

**FEES**

**Appeal of an administrative land-use determination**  
*(For items decided by the Planning Director)*  
*Cost to applicant: \$250.00*

**Any and all other land-use decision appeals**  
*Cost to applicant: \$250.00 + the cost of the public notice and 1/2 the actual cost of the Administrative Law Judge (or other appeal authority)*

Date of Submittal: \_\_\_\_\_

Property Address: \_\_\_\_\_

Appellant Name: \_\_\_\_\_

Appellant Address: \_\_\_\_\_

Appellant Phone #: \_\_\_\_\_

Appellant E-Mail: \_\_\_\_\_

Appellant Signature: \_\_\_\_\_

**Date of Decision under appeal:** \_\_\_\_\_

**Description:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Return to: Bountiful City Recorder, Shawna Andrus (801-298-6140)**

- Appeal Application
- Payment (Cash, Check and Credit Card – except Am Ex)
- Statement of Appeal - per instructions found in Bountiful Code 14-2-108B

## **14-2-108 APPEALS**

- A. An applicant, board or officer of the City, or any person adversely affected by a Land Use Authority's decision administering or interpreting a land use ordinance or ruling on a request for a variance may, within fourteen calendar days of the written decision, appeal that decision to the Appeal Authority. No other appeals may be made to the Appeal Authority.
- B. The appeal must be in writing and specifically allege that there is an error in an order, requirement, decision or determination by the Land Use Authority. The appellant shall state every theory of relief that it can raise in District Court.
- C. The Appeal Authority shall hold a public meeting within forty-five days after an appeal has been filed, unless a longer period has been agreed to in writing by the parties involved. A decision of the Appeal Authority takes effect when the written decision is issued, unless the Appeal Authority otherwise states.
- D. The Appeal Authority shall hold a de novo hearing. The requirements of State law and City ordinances shall be applied.
- E. A decision of the Appeal Authority is subject to a petition for review in the District Court as provided by State law.

## **14-2-109 APPEAL AUTHORITY**

- A. The Appeal Authority for Bountiful City shall consist of an administrative law judge. The Appeal Authority shall hear and decide appeals from:
  - Decisions on variance requests from the terms of the land use ordinances, and
  - Decisions interpreting and applying land use ordinances.
- B. The City Council may designate separate appeal authorities to hear each of the two types of appeals described above.
- C. The administrative law judge shall be appointed by the Mayor with the advice and consent of the City Council, and shall serve for two years. An alternate judge may also be appointed by the same process. The City Council may remove an administrative law judge for cause and after a public hearing if the judge so requests.
- D. The Appeal Authority shall act in a quasi-judicial manner and its decisions on issues within its jurisdiction are final.