



# RIVERSIDE COUNTY PLANNING DEPARTMENT

*Charissa Leach, P.E.  
Assistant TLMA Director*

## APPLICATION FOR APPEAL

Appeal of Application Case No(s): \_\_\_\_\_  
*List all concurrent applications*

Name of Advisory Agency: \_\_\_\_\_

Date of the decision or action: \_\_\_\_\_

Appellant's Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*Street*

*City*

*State*

*ZIP*

Daytime Phone No: (\_\_\_\_) \_\_\_\_\_ Fax No: (\_\_\_\_) \_\_\_\_\_

ADVISORY AGENCY WHOSE ACTION IS BEING APPEALED	HEARING BODY TO WHICH APPEAL IS BEING MADE	APPEAL TO BE FILED WITH
Planning Director	<ul style="list-style-type: none"> <li>• <b><u>Board of Supervisors</u></b> for: Temporary Outdoor Events, Substantial Conformance Determination for WECS, Variances, and Fast Track Plot Plans.</li> <li>• <b><u>Planning Commission</u></b> for: all other decisions.</li> <li>• <b><u>County Hearing Officer</u></b> for: Reasonable Accommodation Request</li> </ul>	<ul style="list-style-type: none"> <li>• <b><u>Clerk of The Board</u></b> for: Appeals before the Board of Supervisors.</li> <li>• <b><u>Planning Department</u></b> for: Appeals before the Planning Commission and County Hearing Officer.</li> </ul>
Planning Commission	<b>Board of Supervisors</b>	<b>Clerk of the Board of Supervisors</b>

Riverside Office · 4080 Lemon Street, 12th Floor  
P.O. Box 1409, Riverside, California 92502-1409  
(951) 955-3200 · Fax (951) 955-1811

Desert Office · 77-588 El Duna Court, Suite H  
Palm Desert, California 92211  
(760) 863-8277 · Fax (760) 863-7555

*"Planning Our Future... Preserving Our Past"*

**APPLICATION FOR APPEAL**

TYPE OF CASES BEING APPEALED	FILING DEADLINE
<ul style="list-style-type: none"> <li>• Change of Zone denied by the Planning Commission</li> <li>• Commercial WECS Permit</li> <li>• Conditional Use Permit</li> <li>• Hazardous Waste Facility Siting Permit</li> <li>• Public Use Permit</li> <li>• Variance</li> <li>• Specific Plan denied by the Planning Commission</li> <li>• Substantial Conformance Determination for WECS Permit</li> <li>• Surface Mining and Reclamation Permit</li> </ul>	<p>Within 10 days after the notice of decision appears on the Board of Supervisors Agenda.</p>
<ul style="list-style-type: none"> <li>• Land Division (Tentative Tract Map or Tentative Parcel Map)</li> <li>• Revised Tentative Map</li> <li>• Minor Change to Tentative Map</li> <li>• Extension of Time for Land Division (not vesting map)</li> </ul>	<p>Within 10 days after the notice of decision appears on the Board of Supervisor's Agenda.</p>
<ul style="list-style-type: none"> <li>• Extension of Time for Vesting Tentative Map</li> </ul>	<p>Within 15 days after the notice of decision appears on the Board of Supervisor's agenda.</p>
<ul style="list-style-type: none"> <li>• General Plan or Specific Plan Consistency Determination</li> <li>• Temporary Outdoor Event</li> </ul>	<p>Within 10 days after date of mailing or hand delivery of decision of the Planning Director.</p>
<ul style="list-style-type: none"> <li>• Environmental Impact Report</li> </ul>	<p>Within 10 days of receipt of project sponsor notification of Planning Director determination, or within 7 days after notice of decision by Planning Commission appears on the Board's agenda.</p>
<ul style="list-style-type: none"> <li>• Plot Plan</li> <li>• Temporary Use Permit</li> <li>• Accessory WECS Permit</li> </ul>	<p>Within 10 calendar days after the date of mailing of the decision.</p>
<ul style="list-style-type: none"> <li>• Letter of Substantial Conformance for Specific Plan</li> </ul>	<p>Within 7 days after the notice of decision appears on the Board of Supervisor's agenda.</p>
<ul style="list-style-type: none"> <li>• Revised Permit</li> </ul>	<p>Same appeal deadline as for original permit.</p>
<ul style="list-style-type: none"> <li>• Certificate of Compliance</li> <li>• Tree Removal Permit</li> <li>• Reasonable Accommodation Request</li> </ul>	<p>Within 10 days after the date of the decision by the Planning Director.</p>
<ul style="list-style-type: none"> <li>• Revocation of Variances and Permits</li> </ul>	<p>Within 10 days following the mailing of the notice of revocation by the Director of Building and Safety, or within 10-days after the notice of decision of the Planning Commission appears on the Board of Supervisor's agenda.</p>

**STATE THE REASONS FOR APPEAL.**

Clearly state the basis for the appeal and include any supporting evidence if applicable. If appealing one or more specific conditions of approval, indicate the number of the specific condition(s) being protested. In addition, please include all actions on related cases, which might be affected if the appeal is granted. This will allow all changes to be advertised and modified at the same time. AN APPEAL OF ONE OR MORE CONDITIONS OF APPROVAL SHALL BE DEEMED AS AN APPEAL OF THE ACTION AS A WHOLE,

**APPLICATION FOR APPEAL**

AND THE APPEAL BODY MAY APPROVE OR DENY THE ENTIRE MATTER, AND CHANGE ANY OR ALL OF THE CONDITIONS OF APPROVAL.

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Use additional sheets if necessary.

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PRINTED NAME OF APPELLANT

SIGNATURE OF APPELLANT

\_\_\_\_\_

DATE

- THE APPEAL FILING PACKAGE MUST CONSIST OF THE FOLLOWING:**
- 1. One completed and signed Appeal application form.
  - 2. Public Hearing Notice Label Requirements mailing address labels for notification of the appeal hearing.<sup>1</sup>
  - 3. All appropriate filing fees.  
 (The Base fee, plus other fees specifically for the Department of Building and Safety, Fire Department, Flood Control District and/or Transportation Department conditions, if applicable).

Y:\Current Planning\LMS Replacement\Condensed P.D. Application Forms\295-1013 Appeal Form.docx  
 Created: 07/08/2015 Revised: 07/30/2018

<sup>1</sup> Comply with the Public Hearing Notice Label Requirements (Form 295-1051)