CITY OF PALO ALTO

Office of the City Clerk

APPEAL FROM THE DECISION OF DIRECTOR OF PLANNING AND COMMUNITY ENVIRONMENT*

For appeals of final decisions on Architectural Review Board and Home Improvement Exception applications (rendered after public hearing), this appeal form shall be completed and submitted by appellant within fourteen days from date of the Director's decision. Appeals of final decisions on Individual Review applications (rendered after public hearing) must be submitted within ten days of the Director's decision. Complete form, the current fee and a letter stating reasons for the appeal shall be submitted to front desk staff of the Planning Division, 5th floor, City Hall, 250 Hamilton Avenue, *except* for 980 Fridays when City Hall is closed, when these items shall be submitted to Planning staff at the Development Center, 265 Hamilton Avenue (glass storefront across from City Hall on the corner of Bryant and Hamilton).

* Director of Planning includes his designees, which are Planning Managers or the Chief Planning Official

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Appeal Application No._____ Receipt No. _____

Name of Appellant _____ Phone ( ) _____

Address_____

Street City ZIP

LOCATION OF PROPERTY SUBJECT TO APPEAL:

Street Address _____

Name of Property Owner (if other than appellant) _____

Property Owner's Address _____

Street City ZIP

The decision of the Director of Planning and Community Environment dated _____, 20_____

whereby the application _____ by _____

(file number) (original project applicant)

was _____, is hereby appealed for the reasons stated in the attached letter (in duplicate)

(approved/denied)

Date: _____ Signature of Appellant _____

PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL (TO BE FILLED OUT BY STAFF):

Date _____ Approved _____ Denied _____

Remarks and/or Conditions:

CITY COUNCIL DECISION (TO BE FILLED OUT BY STAFF):

Date _____ Approved _____ Denied _____

Remarks and/or Conditions:

SUBMITTAL REQUIREMENTS SATISFIED:

1. Letter stating reasons for appeal _____ Received by:_____
2. Fee (currently $151.00) _____ Received by:_____