



# Appeal of an Administrative Decision

Zoning Administrator  
Conditional Use

OFFICE USE ONLY	
Petition No.	
Date Received:	
Reviewed By:	

SALT LAKE CITY PLANNING

**Address of Subject Property:**

**Project Name:**

Name of Applicant:

Phone:

Address of Applicant:

E-mail Address of Applicant:

Cell/Fax:

Applicant's Interest in Subject Property:

Name of Property Owner:

Phone:

E-mail Address of Property Owner:

Cell/Fax:

County Tax ("Sidwell #"):

Zoning:

Legal Description (if different than tax parcel number):

Existing Property Use

Proposed Property Use

**Please include with the application:**

*Attach additional sheets, if necessary*

**Decision being appealed** \_\_\_\_\_

**Date of Decision** \_\_\_\_\_

**\*All Appeals must be made within 30 days following the administrative decision.**

- GOVERNING ORDINANCE OR STATUTE:** Please cite the applicable ordinance number(s) and give a brief description of what it says (attach additional sheets if necessary).
- ADMINISTRATIVE INTERPRETATION:** Please describe the decision made by the City official.
- CLAIM OF APPELLANT:** Please state why you feel the ordinance should be interpreted differently.

**Please include with the application:**

- If applicable, please attach a site plan, building floor plans, and building elevations. Refer to the checklist on the back of this form for minimum site plan standards.
- Please attach a mailing list which includes the names and mailing addresses of all property owners within a four hundred and fifty foot (450') radius of the subject property (exclusive of intervening streets). Mailing labels may be obtained from the Salt Lake County Records Office, 2001 South State, #N1600. Addresses must be typed or clearly printed on adhesive mailing labels. Please include yourself and the appropriate Community Council Chairperson in the mailing list. The cost of first class postage for each address is due at time of application. Please do not provide postage stamps, metered stamps, or envelopes.
- A filing fee of \$221.48. All fees due at time of application**

**Notice:** Additional information may be required by the project planner to ensure adequate information is provided for staff analysis.

All information submitted as part of the application may be copied and made public including professional architectural or engineering drawings which will be made available to decision makers, public and any interested party.

**File the complete application at:**

Salt Lake City Buzz Center  
451 South State Street, Room 215  
Salt Lake City, UT 84111

- 1.
2. Signature of Property Owner \_\_\_\_\_  
*Or authorized agent*

**Please Answer the Following Questions (Use an Additional Sheet if Necessary):**

**1. GOVERNING ORDINANCE OR STATUTE:** Please cite the applicable ordinance number(s) and give a brief description of what it says (attach additional sheets if necessary).

**2. ADMINISTRATIVE INTERPRETATION:** Please describe the decision made by the City official.

**3. CLAIM OF APPELLANT:** Please state why you feel the ordinance should be interpreted differently.

