



Community Development Department - Planning Division

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Appeal

Any person or persons aggrieved or affected by a decision of the Planning Commission or any Board in granting or denying any Planning Department application, or by a decision of the Riverside County Airport Land Use Commission (ALUC), may appeal such a decision to the City Council within a given time period after the date on which the Commission, Board or ALUC announces its decision or loses its jurisdiction. Conditions of approval for any type of case or project may also be appealed.

Appeals may also be made to determinations of the Building Official, Fire Marshall and Code Compliance. Such appeals are heard before the Planning Commission. Planning Commission decisions on these matters may be appealed to City Council.

APPLICATION SUBMITTAL: Appeal letters will be conditionally accepted on the presumption that the information, materials and signatures are complete and accurate. If the application is incomplete or inaccurate, your appeal may be delayed until corrections or additions are received.

HEARINGS: The applicant, a representative, or the legal owner should be present at all hearings.

PLANNING FEES: See current Fee Schedule (*FILING FEES ARE GENERALLY NOT REFUNDABLE*)

REQUIRED ITEMS FOR FILING (The following checklist gives you the requirements for application):

Two (2) copies of Letter of Appeal with the following format:

- a. The letter shall be typed or legibly printed on a plain white 8-1/2" x 11" sheet of paper.
- b. The letter should be addressed to: "Honorable Mayor and City Council"
- c. The letter shall state that the appellant is filing an appeal of the decision of the

_____ on _____
 (appropriate Board or Commission) (meeting date)
 regarding _____ for the following reason(s):
 (project case number)

(state reason(s) in as much detail as possible)

- d. The appellant must print their name and sign the letter of appeal.
- e. The appellant's name, address and daytime telephone number must be typed or printed below the signature.

The following information is also required for appeals from the decision of the ALUC:

- One (1) copy of the ALUC staff report.
- One (1) copy of the ALUC Notice of Action.
- One (1) copy of findings to support an override of the ALUC determination. In order to overrule the ALUC finding of inconsistency, the City Council must make specific findings that the proposal is consistent with the purposes of ALUC law "to protect public health, safety and welfare by ensuring {1} the orderly expansion of airports and {2} the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports to the extent that these areas are not already devoted to incompatible uses."