

NOTICE OF APPEAL

City of Polson

Polson City:County Planning Area

FEE: \$600.00
(01/15/09 per Ord. #640)

1. Applicant:	Address:	City, State, Zip Code:	Telephone:
2. Attorney:	Address:	City, State, Zip Code:	Telephone:
3. This appeal is from a decision of the:	ADMINISTRATOR PLANNING BOARD		
4. Describe the action being appealed.	Attach a copy of the notice of decision.		
5. Describe the reasons this action should be reversed.			
6. Additional materials may be filed to document and support your appeal. How much time do you need to prepare these materials?			
7. Signature	<p align="center">_____</p> <p align="center">Applicant's Signature date</p>		
Appeal Accepted By:	Date:	Appeal Fee Received:	
		\$	
Notice Published:	Notice to Neighbors:	Appeal Hearing:	Notice of Decision:
<p align="center">BOARD OF ADJUSTMENT ACTION</p> <p align="center">motion by: second by: vote:</p>		DECISION UPHeld	DECISION REVERSED
Conditions Imposed On Reversal: (Additional sheets may be used)			

Your appeal is void if your check does not clear.

Polson Development Code

Division 3 - Appeals and Variances

P. **Appeals.** **Any decision of the administrator or board may be appealed to the BOA.** Recommendations of the board (on subdivision permits) go to the council/BOCC, and may not be appealed to the BOA.

1. **The appellant** shall file a properly completed notice of appeal **and** the required **appeal fee** with the administrator, **within 10 days** after notice of the decision was issued. Supporting materials may be filed later, but not less than 10 days before the hearing.
2. The administrator shall place a hearing on the appeal on the agenda of the next regular BOA meeting for which the notice requirements can be met, and at which time will permit its proper consideration. Notice requirements for an appeal shall be the same as for the original permit application.
3. The BOA shall conduct a hearing on the appeal following the procedure established in II.R. At that hearing, the BOA shall determine whether the decision being appealed is in compliance with the plan and these regulations, and affirm, modify, or overturn that decision accordingly.
4. Consideration of an appeal may be tabled for no more than 10 days.
5. The administrator shall notify the appellant and interested parties who have specifically requested such notice of the BOA's decision within 10 days after it is made.

By signing, Applicant acknowledges they have read, understood, and have the opportunity to ask questions about the "Appeals" process:

Applicant's Signature

Date: _____