



ALBANY CALIFORNIA

1000 San Pablo Avenue, Albany, CA 94706 | albanycalifornia.gov

PLANNING & ZONING APPEAL

GENERAL INFORMATION		Date of decision being appealed: / /	
Who: Any Applicant or party with standing may appeal an administrative decision by Planning staff or a Planning & Zoning Commission action When: A written appeal must be filed within 14 calendar days of the administrative or Commission action Where: Appeals of administrative decisions are filed with the Community Development Department. Appeals of Planning & Zoning Commission actions are filed with the City Clerk Cost: Refer to the current Master Fee Schedule for the non-refundable cost for the following: • Appeal of Staff Decision to Planning & Zoning Commission • Appeal of Planning & Zoning Commission Decision to City Council Process: Appeals of Planning Staff decisions will be considered by the Planning & Zoning Commission. Appeals of Planning & Zoning Commission decisions will be heard before the City Council. For appeals of Planning & Zoning Commission decisions on items not requiring a Public Hearing, the appeal will be set for formal City Council consideration within 30 days. For items which required a Public Hearing, the City Council will schedule a Public Hearing within 30 days to consider the appeal.		Type of decision: Please check one Administrative ☐ Planning & Zoning Commission ☐ Municipal Code or Zoning Ordinance Section ☐	
		If you have any questions regarding this procedure, please call the City Clerk at (510) 528-5710 or Planning Division at (510) 528-5760.	
Project Address: _____ Description of Project: _____ _____			
Applicant Name: _____ Address: _____ Phone Number: _____ Email: _____		Appellant Name: _____ Address: _____ Phone Number: _____ Email: _____	
Basis of Appeal: (Please be precise) _____ _____ _____ _____			
Signature: _____ Date: _____			
Date Filed: _____	Received by: _____	Fee: \$ _____	Receipt #: _____
Appeal Agenda Date: _____		P & Z ☐	City Council ☐