**APPLICATION FOR AN APPEAL OF DECISION**

**In order to expedite the process, please read carefully and submit the required information and documents. Please submit all required materials and fees to the Pend Oreille County Community Development Department.**

**General Information**

In Pend Oreille County, each building and land use permit or action is categorized as Class 1-4. This application is specifically to appeal decisions made by the Community Development Department and the Hearing Examiner or Class 1 and 2 permits and actions.

* Appeals of the decisions made by Community Development are heard by the Hearing Examiner.
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* An applicant has 14 days from the date of the decision to file an appeal. If the 14th day falls on a weekend or holiday, the deadline will be extended to the next business day.
* Except for an appeal of a SEPA Determination of Significance, no more than one open record meeting or no more than one closed record appeal may occur on a single permit application or master application.
* The following is a tabular breakdown of appealable actions covered by this application:

|  |  |  |  |
| --- | --- | --- | --- |
| **Class of Review** | **Types of Permit/Actions** | **Decision Maker** | **Appellate Body** |
| **CLASS 1** | * Boundary Line Adjustment
* Building Permit
* Certificate of Occupancy
* Clearing and Grading Permit
* Code Enforcement Action
* Code Interpretation
* De Facto Segregation
* Flood Plain Development Permit
* Forest Practices Act Permit
* Large Lot Segregation/Aggregation
* Shoreline Authorizations
* SEPA Action
* Short Plat / Final Short Plat (4 lots or less)
* Special Use Permit
* Shoreline Substantial Development Permit
* Shoreline Variance
* Vacation Rental Permit (Renewal)
 | **Community Development Director** | **Hearing Examiner** |
| **CLASS 2** | * Conditional Use Permit
* Master Planned Resort
* Preliminary Binding Site Plan
* Preliminary Plat Approval (5+ lots)
* Reasonable Use Exception
* Recreation/Tourism Facility
* RV Park
* RV Resort
* Shoreline Conditional Use Permit
* Vacation Rental
* Variance
 | **Hearing Examiner** | **Superior Court** |

**Contact Information**

Applicant Name: Responsible Growth \* NE Washington Phone: 509.313.5791

Address: c/o ULA, 721 North Cincinnati Street

City: Spokane State: Washington Zip: 99220-3528

E-mail: eichstaedt@gonzaga.edu

**Decision Being Appealed**

What kind of decision is being appealed?

 X Community Development Director Hearing Examiner

Parcel number of affected property: Countywide

Application number: DNS and Checklist for CPU-18-001

**Please State Why This Decision is Being Appealed**

**See attached statement of reasons.**

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**I certify that the information, statements, attachments, and exhibits submitted in this application are true to the best of my knowledge.**

 May 14, 2019

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 Applicant’s Signature Date