

## Chapter 10.100 - APPEALS AND COUNCIL REVIEW

### Sections:

#### 10.100.010 - Appeals.

- A. Decisions of the Community Development Director may be appealed to the Planning Commission, and decisions of the Planning Commission may be appealed to the City Council.
- B. Anyone wishing to appeal pursuant to this Chapter must timely file with the City Clerk a written notice of appeal, on a form provided by the Community Development Department, and the applicable required appeal fee set by City Council resolution. The notice of appeal shall specify the basis for the appeal. In addition, the appeal must indicate in what way the appellant contends the decision was incorrect, specifically identifying how the decision is not in accord with the provisions of the Municipal Code or the Local Coastal Program, or must provide extenuating circumstances that the appellant contends would justify reversal or modification of the decision.
- C. The appeal period ends at the close of the business day for City Hall on the fifteenth day following the decision provided however that if the fifteenth day falls on a weekend or City holiday the appeal period shall be extended to the close of business on the next working day.
- D. An appeal shall be heard at a public hearing *de novo* if the decision being appealed required a public hearing. Notice of such a public hearing shall be given in the same manner required for the decision being appealed.
- E. The appeal will be heard within 60 days of the City Clerk's receipt of the appeal unless the applicant and appellant consent to a later date.
- F. Decisions that are appealed shall not become effective until the appeal has been resolved or withdrawn.

#### 10.100.020 Council Review.

- A. Council Review. A Planning Commission decision shall be set for a review hearing before the City Council if requested in writing by at least two members of the City Council. The City Councilmembers requesting the review shall file a Council review form with the City Clerk. The form must be filed before the close of the business day for City Hall on the fifteenth day following the decision provided however that if the fifteenth day falls on a weekend or City holiday the appeal period shall be extended to the close of business on the next working day.  
  
The form shall be prescribed by the City Clerk and may be signed by the members separately or by two members jointly. No fee shall be required. The City Clerk shall schedule the review hearing for commencement within 60 days of the request for review. The review shall otherwise follow the same procedures as appeals in this Chapter. It shall be presumed that the reason for the review is that the decision may have significant and material effects on the quality of life within the City, or the subject matter of the decision may have City-wide importance warranting review and determination by the elected officials of the City. Bias shall not be presumed or inferred due to a request for review.
- B. Stay of Decision. The effectiveness of a decision subject to Council review shall be stayed pending completion of the Council review proceedings.

- C. Notice. Public notice of the hearing shall be provided in the same manner, if any, as was provided in connection with the consideration by the Planning Commission.
- D. Hearing Procedure. The Council review hearing shall be conducted as a hearing *de novo*. The City Council shall apply the same decision criteria as the Planning Commission.

**10.100.030 - Decision.**

The appellate or reviewing body may uphold, overturn or modify the decision of the inferior body. Any such action shall be made by resolution and shall be supported by findings. Alternatively, the appellate or reviewing body may remand the matter for further consideration by the inferior body. In the event of a tie vote by the Planning Commission, the decision of the Community Development Director shall be effective. In the event of a tie vote by the City Council, the decision of the Planning Commission shall be effective.

**10.100.040 - Effective date.**

A decision by the City Council regarding an appeal or Council review shall become final on the date of the decision. A decision by the Planning Commission regarding an appeal shall become final on the date of the decision, unless appealed to the City Council, or called up for review by two Councilmembers.

**10.100.050 - Resubmittal.**

Following a decision on an appeal or Council review, any matter that is the same or substantially the same shall not be considered by the same body within two years, unless the denial is made without prejudice.