



# APPEAL OF ADMINISTRATIVE DECISIONS

VILLAGE OF VILLA PARK

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

For Internal Use Only	Petition #:	Date Received:	Fees Paid:
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## APPEAL REQUIREMENTS

Appeals of administrative decisions may be filed by any person aggrieved by the Community & Economic Development Director's or other administrative official's decision or action. The Planning and Zoning Commission is authorized to make determinations about whether individuals filing appeals are "aggrieved" by the decision or action.

**Appeals of administrative decisions must be filed within 45 days of the date of the decision being appealed.**

Upon receipt of a complete application, the Community & Economic Development Director or other administrative official whose decision is being appealed must transmit to the Planning and Zoning Commission all papers constituting the record upon which the action appealed is taken.

An appeal may be sustained only if the Planning and Zoning Commission finds that the Community & Economic Development Director or other administrative official erred.

## APPLICANT INFORMATION

Name:

Address:

Phone  
Number:

Email  
Address:

Relation to  
Subject  
Property:

## SUBJECT PROPERTY INFORMATION

Address:

Owner:

Date Decision Was Made:



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## REASONS FOR APPEAL

What is the specific decision that is being appealed?

State exactly what is intended to be done on or with the subject property which conflicts with the administrative order, requirement, decision, or determination:

The decision appealed is inconsistent with the following sections of the Zoning Ordinance of the Village of Villa Park: **(Identify each section by number and quote the relevant language of each)**

I believe the decision appealed is inconsistent with the above-described section(s) for the following specific reason(s): **(Briefly state the specific facts and arguments in support of your position.)**