



City of Burbank  
 Planning and Transportation Division  
**APPEAL FORM**

150 North Third Street  
 Burbank, California 91502  
 www.burbankusa.com  
 T: 818-238-5250  
 F: 818-238-5150

Any person may file an appeal within 15 days after a decision is made by either the Community Development Director or the Planning Board. The appeal must be accompanied by a filing fee as set forth in the Burbank Fee Resolution. If multiple parties wish to appeal a decision, they may either all sign the same appeal form, or each must submit a separate appeal form with the filing fee. All appeals will be processed at the same time. See Burbank Municipal Code §10-1-1907.1 *et seq.* for additional information.

**Project Address:**

**Project Number:**

**Type of Application:**

**Appealing Action of:**  Director  Planning Board

**Action of the Director or Planning Board was:**  Approval  Denial

**Purpose of Appeal:** Please provide applicable code sections and explain reasons for the appeal. Attach additional sheets as necessary.

<b>Appellant Name</b>	<b>Second Appellant Name (if applicable)</b>
<b>Mailing address</b>	<b>Mailing address</b>
<b>Telephone</b>	<b>Telephone</b>
<b>Email</b>	<b>Email</b>
<b>Appellant Signature</b>  _____	<b>Appellant Signature</b>  _____
<b>Date:</b> _____	<b>Date:</b> _____

<b>All appellants must sign official appeal form. Attach additional appeal forms with signatures if more than two appellants.</b>	<i>Planning Division Use Only</i>	
	<i>Filing Fee</i>	<i>Date Received</i>
	<i>Receipt No.</i>	<i>Received By</i>
	<i>Notes</i>	