CITY OF HERMOSA BEACH
COMMUNITY DEVELOPMENT DEPARTMENT
1315 Valley Drive, Hermosa Beach, CA 90254
(310) 318-0235

BOARD OF APPEALS APPLICATION

The Board of Appeals is empowered to hear and decide appeals of orders, decisions or determinations related to the application and interpretation of City of Hermosa Beach Building Code. The Board meets as needed based on the submittal of applications (typically on the second Monday of each month). An application must be on file in the Community Development Department at least ten (10) days prior to scheduling a meeting of the Board.

ADDRESS OF JOB: _____

LEGAL DESCRIPTION: LOT(S) _____ **BLOCK** _____ **TRACT** _____

OWNER'S NAME: _____

APPLICANT'S NAME: _____

APPLICANT IS: OWNER_____; **CONTRACTOR**_____; **ARCHITECT**_____; **ENGINEER**_____

ADDRESS OF APPLICANT:_____

_____**PHONE:** _____

APPLICANT'S EMAIL ADDRESS: _____

PERMIT NUMBER: _____

Specific order or determination that is appealed. Describe problem. (Attach additional sheets as necessary)
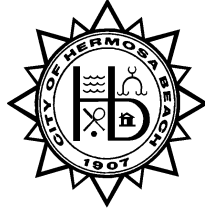
_____

_____

_____

State why the Building Official's order or determination is incorrect, or why a particular code section should be waived (additional sheets or data may be attached):

_____

_____

Applicant's Signature _____ **Date:**_____

Filing Fee: **$1,648** ($1,540 application fee + $108 records technology system)

Receipt No.:_____ Date Received:_____ By: _____

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PROCEDURES FOR APPEALS TO THE BOARD OF APPEALS

1. Appeals shall be made in writing, upon appropriate forms provided by the Community Development Department.

2. Appeals shall be accompanied by a filing fee as set forth in the Building Fee Schedule.

3. If the Board determines that evidence or further investigation is necessary to decide any appeal, the Board may refer the matter to the Department for further investigation and report.

4. The appellant shall cause to be made at appellant's own expense, any test required by the Board to substantiate a claim.

5. The Department shall prepare an agenda and post same 72 hours prior to the appeal hearing.

6. A copy of the Board's determination shall be mailed to the appellant.