

Leamington Town
61 W. Main Street
PO Box 38101
Leamington, Utah 84638



ADMINISTRATIVE APPEAL APPLICATION

Note that appeals must be filed with the Town Recorder within thirty (30) days of the decision (see Leamington Code 3.8.5(A)).
(Submit to Town Clerk – leamingtongovern@gmail.com or in person or U.S. Mail)

Section 1: Applicant Information

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____

Are you the Property Owner? ☐ Yes ☐ No

If no, provide owner's name: _____

Section 2: Property Details

Parcel Number: _____ Current Zoning: _____

Property Address: _____

Lot Size: _____

Building Permit Application #: _____ (if applicable)

Attach to this application the following articles:

Legal Description of Property

A Map Image of the Legal Property

A Printed Copy of the Decision Being Appealed (see Leamington Code §3.8.5(A)(4))

Section 3: Description of Request (Attach additional pages if needed)

Explain the reason for your request and what specific ordinance, decision, or requirement is being appealed (e.g., permit denial, interpretation, code enforcement):

Explain the reasons and justification for the appeal, including consistency with the Town General Plan, compatibility with surrounding uses, and benefits to the community:

[illegible]

All applications are subject to applicable fees as established in **Title 4: Revenue, Finance, and Compensation** of the Leamington Town Code. Payment is due at the time of submission.

Receipt Number: _____

Date: _____

ADMINISTRATIVE APPEAL

FOR OFFICE USE ONLY

Date Received: _____

Reviewed by Clerk: ☐ Yes ☐ No

Complete Application: ☐ Yes ☐ No

Date of Appeal Authority Hearing: _____

BOARD OF ADJUSTMENTS VOTE RECORDED:

Name	AYE	NAY	ABSENT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Final Decision Date: _____

Decision: ☐ Approved ☐ Denied

Notes: _____

