



TOWN VIRGIN
 114 S. Mill Street
 PO Box 790008
 Virgin, UT 84779
 (435) 635-4695, fax 635-0265

TOWN USE ONLY

Application Fee: \$500.00 + Professional Fees (per agreement) & Noticing Fees (non-refundable)
 Date Application Fee Paid: _____
 Check #: _____ Staff Initials: _____

APPLICATION FOR APPEAL

Appealing a decision from the Zoning Administrator, Planning Commission or Town Council.

All Appeals are subject to Chapter 3 of VULU

Name: _____ Authorized Agent (if applicable): _____

Phone # (____) _____ Cell # (____) _____ Email: _____

Mailing Address: _____ Date of Action: _____

If the Appeal involves a land use application, the Address of the property: _____

If the Appeal involves a land use application, the Zoning District of the property: _____

TYPE OF APPEAL

Please *put a check by the provision under which you are making this request.*

- Appeal from final decision of the Zoning Administrator applying the provisions of VULU.
- Appeal from a Planning Commission final decision
- Appeal from a Town Council final decision

APPLICATION REQUIREMENTS

1. All appeals must be filed with the Town within fifteen (15) days of the date of the decision. An appeal is not considered fully filed unless the application is completed and filed along with the Application Fee.
2. Provide a written narrative specifying the nature of the appeal.
3. Provide supporting documentation, maps, pictures, studies or any other information that would allow the Appeal Authority to make a well-informed decision.

APPLICANT(S) CERTIFICATION

I declare that the information set forth herein (or attached) is true and correct to the best of my knowledge and belief.

Applicant's Signature: _____ Date: _____

Applicant's Signature: _____ Date: _____

**ACKNOWLEDGEMENT AND AGREEMENT FOR PAYMENT OF
ADDITIONAL PROFESSIONAL FEES**

Name of Owner/Applicant: _____

Type of Application: _____

The Town of Virgin requires that all applicants agree to pay the actual out-of-pocket professional fees incurred by the Town in relation your application/request. These professional fees include all fees paid by the Town to Engineers, Surveyors, Attorneys, Planning & Zoning Consultants and Administrators, etc. The Town may be able to give you an estimate of these costs, but because of differences in each application and situation it is not a quotation of a fixed amount. Because of the size of the Town and its budgetary constraints many of these professional services must be outsourced to third parties who charge for their services on an hourly basis. In instances of applications for a variance or applications for administrative appeals where the request will be heard and determined by the Town’s Appeal Authority (a single member body who is a practicing municipal attorney other than the Town Attorney) the legal fees incurred by the Town will include both those of the Appeal Authority and the Town’s Attorney who will be involved in the matter to represent the Town’s interest in ensuring compliance with Town Standards. These fees shall be paid prior to the release of permits/licenses and any approvals for a variance or positive appeal decisions will be suspended and not become effective unless and until payment in full has been received by the Town. In the event an applicant fails to pay any aforementioned fees, the Town may recover all costs of collection including reasonable attorney’s fees and costs.

AGREED TO BY:

OWNER/APPLICANT: _____ **DATE:** _____

OWNER/APPLICANT: _____ **DATE:** _____

STATE OF UTAH)
)s:
COUNTY OF WASHINGTON)

On this _____ day of _____, in the year 20____, before me personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

SEAL:

Notary Public