



APPLICATION FOR APPEAL OF PLANNING DIRECTOR'S DECISION

FLAGLER COUNTY, FLORIDA

1769 E. Moody Boulevard, #2

Bunnell, FL 32110

Telephone: (386) 313-4009

Application/Project #: _____

APPEAL INFORMATION

Property Owner Name: _____
(MUST MATCH NAME LISTED ON RECORDED DEED)

Agent/Applicant Name: _____

APPLICABLE LAND DEVELOPMENT CODE SECTION: _____

DETERMINATION BY DIRECTOR: _____

DESCRIPTION OF APPEAL: _____

Signature of Owner(s) or Agent/Applicant

If Owner Authorization form attached

Date



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INTERNAL CONTACT SHEET

OWNER CONTACT INFORMATION:	Name(s):		
	Email:		
	Phone Number:		
	Mailing Address:		
	City:	State:	Zip:

APPLICANT OR AGENT INFORMATION:	Name(s):		
	Email:		
	Phone Number:		
	Mailing Address:		
	City:	State:	Zip:



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Fees – Ord. 2008-31

Payable for Flagler County BOCC via Check or online through the application portal.
Application Fee: \$170

Procedure for appeals of planning and zoning director's decisions. (LDC Section 3.07.04)

- A. *Request application.* A request for a hearing before the planning board for an appeal of any determination of the planning and zoning director shall be made as follows:
1. A completed application form shall be filed with the planning and zoning director. Such application shall state the grounds for review of the decision.
 2. The application may be accompanied by such other materials and drawings as are needed by the planning board to clearly understand the substance of the appeal.
- B. *Planning board action.* The planning board shall review the request at its next regularly scheduled meeting following a fourteen-day period from the date the application is accepted. Action to grant or deny the request shall be taken within thirty (30) days of the meeting at which the request is heard.
1. In the case of denial of a request, written notice of the reason(s) for denial shall be sent to the applicant within thirty (30) days of that action.
 2. An appeal stays all legal proceedings in furtherance of the action appealed from, unless the planning and zoning director certifies to the planning board after the notice of appeal shall have been filed with him that, by reason of facts stated in the certificate, a stay would, in his opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed other than by a restraining order which may be recommended by the planning board or by a court of record on application or notice to the official from whom the appeal is taken and on due cause shown.
 3. In exercising the powers granted, the planning board may, in conformity with the provisions of this article, reverse or affirm, wholly or in part, or may modify the order, requirements, decision, or determinations of the planning and zoning director and may issue or direct the issuance of a compliance permit.
 4. Any petition for a hearing before the planning board may be withdrawn prior to action thereon by the planning board at the discretion of the applicant upon written notice to the planning and zoning director.
 5. Any person or persons severally or jointly aggrieved by the decision of the planning board regarding their application may within thirty (30) days thereafter appeal that decision to the Flagler County Commission.

NOTE: Pursuant to Section 286.0105 of Florida Statutes, the Flagler County Planning Board hereby notifies all interested persons that if a person decides to appeal any decision made by the Planning Board with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based.

By signing below, I acknowledge that I have fully read and understand the Application Process.

Signature of Owner(s) or Applicant/Agent
if Owner Authorization form attached

Date