



CITY OF WILDOMAR
Planning Department

23873 Clinton Keith Road, Suite #110
Wildomar, CA 92595
Tel. (951) 677-7751 Fax. (951) 698-1463

For office use only.

**Project Deposit
Account Number**

APPEALS APPLICATION

In accordance with City of Wildomar Municipal Code Section 17.125.110, an appeal may be filed within 10 days after the notice of decision is made on an associated application by the Community Development Director or Planning Commission. The appeal application must be accompanied by the applicable fee payment (refer to city fee schedule) along with the required Public Hearing Notice Label requirements.

APPEAL INFORMATION

Appeal of Application Case No(s):

Appealing the Decision of (specify Planning Director, Planning Director Hearing, or Planning Commission) and Decision Date:

Project Address/Location

Assessor Parcel Number(s)

Description and Purpose of the Project

Please state the basis for the appeal and include any supporting evidence if applicable (please attach additional sheets if necessary).

APPLICANT/APPELLANT CONTACT INFORMATION

Name		
Mailing Address		
Telephone	Fax	Email
I hereby authorize this application and certify that all filing requirements have been satisfied for my application. I also acknowledge that any missing items may delay the processing of my application.		
Signature of Applicant/Appellant		Date

REPRESENTATIVE CONTACT INFORMATION

Name		
Mailing Address		
Telephone	Fax	Email

All communications concerning this request should be directed to the:

- ☐ Applicant
☐ Representative

PROPERTY OWNER INFORMATION AND PERMISSION

Name	
Mailing Address	
Telephone	Fax
Email	
I certify under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application and I am authorizing to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Wildomar, if any, may result in restrictions, limitations and construction obligations being imposed on this real property. (If more properties or owners are involved please provide additional sheets.)	
Printed Name of Property Owner(s)	Printed Name of Property Owner(s)
Signature of Property Owner(s)	Signature of Property Owner(s)
Signature of Property Owner(s)	Signature of Property Owner(s)
<input type="checkbox"/> Check here if additional Property Owner Certifications are attached to this application.	



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ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY BY THE APPLICANT

(Project representative signatures will not be accepted.)

I acknowledge and certify that this project application is being submitted and processed as a "fixed fee" application in accordance with City Council action approved on November 8, 2023. I also acknowledge that this fixed fee is based on three (3) Plan Reviews and Approval. For each additional plan review above three (3), an extra fee equal to 25% of the original fixed fee amount for each application type will be due before moving forward, and failure to pay the extra fee will result in the City pausing all work on the project review until the fee is paid. I further acknowledge that if this application requires additional legal review by the city attorney beyond the typical review time stipulated in the fixed fee for each application, an additional charge of \$4,969.64 for each 10 additional hours will apply. I lastly acknowledge, upon notification from the City, that if the proposed project becomes inactive for a period of six (6) months, the project will be automatically deemed closed out and withdrawn by the City, and that a new development application and fixed fee (at the time of re-initiation) will be required to restart the project.

ACKNOWLEDGEMENT OF INDEMNIFICATION RESPONSIBILITY BY THE APPLICANT

(Project representative signatures will not be accepted.)

The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, law suits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures), (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the any action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project, whether such Actions are brought under the California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Code of Civil Procedure Section 1085 or 1094.5, or any other state, federal, or local statute, law, ordinance, rule, regulation, or any decision of a court of competent jurisdiction. City shall promptly notify the applicant of any Action brought and request that applicant defend the City. It is expressly agreed that applicant may select legal counsel providing the applicant's defense and the City shall have the right to approve separate legal counsel providing the City's defense. The applicant shall reimburse City for any attorneys' fees, costs and expenses directly and necessarily incurred by the City in the course of the defense. Applicant agrees that City will forward monthly invoices to Applicant for attorneys' fees, costs and expenses it has incurred related to its defense of any Action and applicant agrees to timely payment within thirty (30) days of receipt of the invoice. Within fourteen (14) days of an Action being filed, applicant agrees to post adequate security or a cash deposit with City in an amount to cover the City's estimated attorneys' fees, costs

and expenses incurred by City in the course of the defense in order to ensure timely payment of the City's invoices. The amount of the security or cash deposit shall be determined by the City. City shall cooperate with applicant in the defense of any Action.

Applicant Printed Name

Signature

Date Signed

Billing Address: _____
Address

City

State

ZIP CODE

E-mail Contact Information: _____

Telephone Number: _____

A. PROPERTY OWNER MAILING LABELS/PUBLIC HEARING NOTICE INFORMATION

The public hearing notification package is intended to identify all property owners within a 600-foot radius of the corners of the subject property, including any contiguously owned properties. For purposes of this requirement, multiple properties owned by a single entity shall count as one property. The notification package must be prepared and signed by a professional Title company, and certified by the property owner or project applicant. The package shall include the following:

1. One (1) set of self-addressed & stamped envelopes (self sticking envelopes only) to be provided by the applicant (it is recommended that “Forever” stamps be used in case of future USPS increases). Each envelope must include the property owner’s name and mailing address (including the APN). Each envelope shall also include (in the upper left corner) the address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
2. One (1) set of self-addressed & stamped envelopes (self sticking envelopes only) to be provided by the applicant (it is recommended that you use “Forever” stamps in case of future USPS increases) with the name and address of project applicant/property owner, project representative, and any other contact persons (deemed appropriate by the Applicant). If the project site is located adjacent to the boundary of a neighboring City, the name and mailing address of the City Planning Department shall also be provided. Each envelope shall also include (in the upper left corner) the address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
3. One (1) photocopy of the property owner listing sheet and project applicant information from above in a three column format.
4. A 600-foot radius property owner map identifying all properties within the required radius on an assessor’s map page(s).
5. One (1) copy of an exhibit/map (appropriately sized) showing the subject property boundary (including any contiguous properties, if applicable) and the notification radius line indicating the radius distance of 600 feet overlaying all of the properties within that boundary area.
6. A completed Public Hearing Notice Certification Form (see next page), signed by a professional Title company who prepared the labels certifying that the list of property owners is from the latest equalized assessment roll and complete and accurate.



PUBLIC HEARING/MAILING NOTICE CERTIFICATION FORM

I, _____, certify that on _____,
Print Name of Preparer Date

the attached property owner's list was prepared by:

_____ for the following project, _____,
Name of Company or Individual Project Case Number(s)

using a radius distance of 600 feet, pursuant to application requirements furnished by the City of Wildomar Planning Department. Said list is a complete and true compilation of the project applicant, the applicant's consultant's and/or representatives, the owner(s) of the subject property, adjacent city/district agencies (as applicable) based upon the latest equalized assessment rolls.

I further certify that the information field is true and correct to the best of my knowledge.

Name: _____

Title/Registration: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone No.: (____) _____ Fax No.: (____) _____

E-Mail Address: _____

Planning Case No. (if known when prepared): _____