

**DEVELOPMENT REVIEW CHECKLIST  
APPEAL APPLICATION REQUIREMENTS**

*PLEASE REVIEW REGULATIONS FOR APPEALS (SECTION 423) IN THE WLUD REGULATIONS PRIOR TO DEVELOPING AN APPLICATION PER THE REQUIREMENTS BELOW*

	<b>APPLICATION REQUIREMENTS</b>	<b>APPLICANT</b>	<b>STAFF</b>
a	<b>Copies: (15) 11" by 17" copies of surveys/plans, (15) copies of other all documents, PDF of all documents</b>		
b	<b>Application Fee</b>		
c	<b>Completed Application Form &amp; Checklist</b>		
d	<b>Brief Narrative of the Property Involved</b>		
e	<b>Copy of Administrative Officer's Decision/Permit being Appealed</b>		
f	<b>Written Statement/Narrative explaining why the Decision/Permit is being Appealed &amp; Referencing the Sections of the Regulations that the Appellant alleges the Administrative Officer has not properly followed or applied.</b>		
g	<b>Statement of the remedy the Appellant is requesting and why the Appellant believes the requested remedy to be appropriate under the circumstances</b>		
h	<b>Other items requested by the DRB necessary to make an informed decision</b>		