

**Memorandum**

To: Mark Gorman, Municipal Administrator  
Mayor McConnell and Assembly Members

From: Scott Brylinsky, Interim Planning Director 

Subject: **What is the Appeals Period?** - Ordinance Amending the Zoning Code to provide an expedited process for permitting Commercial Home Horticulture, including the construction and operation of Garden Stands

Date: December 1, 2014

During discussion of the referenced ordinance amendment, at the November 25 Assembly meeting, an Assembly member noted that Planning Commission approvals or denials of conditional use permits under the ordinance are appealable to the Assembly, and asked the question, "What is the appeals period?"

Appeals are addressed in the zoning code, SGC 22.30.230 Appeals to the Assembly

- A. Filing. Every appeal to the assembly shall be filed with the municipal clerk within ten days after the date of the recommendation or decision of the matter being appealed.

This provision resides in Section 22.30 Zoning Code Administration, and applies broadly to Planning Commission actions, including the granting of conditional use permits under the proposed ordinance.