



Per Utah Administrative Code R930-6-9(3): “The applicant may appeal the Department's decision only if the Department has denied a conditional access permit, encroachment permit, or variance request. Any appeal of Department action must comply with this rule, R907-1, and Utah Code Title 63G Chapter 4, Administrative Procedures Act. The Assistant Attorney General Shall assist the Department Region Director during the hearing and drafting of the final order.

To appeal an access-related decision, you must file a written request for agency review within thirty (30) days from the date of the denial to the region in which the denied permit originated. The written request for review must include this completed form, any supporting documentation, and any legal argument that you wish to be considered.

Upon receipt of a timely request, a hearing will set before the hearing officer as designated in R907-1-3. The hearing will be conducted informally in conformance with Utah Code §63G-4-203.

This form is required to be completed and submitted with any formal appeal request. Begin by completing all fields below.

PERMIT DENIAL ACTION INFORMATION			
Date of Permit Denial:		Agency Action Number:	
PROPERTY OWNER INFORMATION		APPLICANT INFORMATION	
Name:		Name:	
Mailing Address:		Mailing Address:	
City, State, Zip:		City, State, Zip:	
Email:		Email:	
Phone:		Phone:	
PROPOSED ACCESS INFORMATION			
Physical Address:		Parcel Number:	
State Route ID:		Milepost Marker:	
Latitude (decimal degrees):		Longitude (decimal degrees):	
Access Width:		Access Use:	
PRE-APPLICATION COORDINATION MEETING INFORMATION			
Was a pre-application coordination meeting held with the appropriate Region?			
Yes:	<input type="checkbox"/>	Meeting Date:	<input style="width: 150px;" type="text"/>
No:	<input type="checkbox"/>		
APPEAL OVERVIEW QUESTION 1			
Did the completed conditional access application meet all Utah Administrative Code R930-6 requirements? If not, please explain why it did not meet all of the administrative rule requirements. You may attach additional sheets if necessary, however a response to this question is required to be summarized here.			
Yes:	<input type="checkbox"/>		
No:	<input type="checkbox"/>		

APPEAL OVERVIEW QUESTION 2

Did the applicant offer to provide mitigation measures in an effort to obtain permit approval? If so, please explain the mitigation steps the applicant was amenable to taking. You may attach additional sheets if necessary, however a response to this question is required to be summarized here.

Yes:

No:

APPEAL OVERVIEW QUESTION 3

What is the basis for filing this appeal and what type of remedy are you seeking? You may attach additional sheets if necessary, however a response to this question is required to be summarized here.

LIST OF ATTACHED DOCUMENTS

In the spaces provided below please list each document being attached in support of this appeal.

#	Description	#	Description	#	Description
1		5		9	
2		6		10	
3		7		11	
4		8		12	

APPLICANT/OWNER CERTIFICATION AND ACKNOWLEDGEMENT

The applicant and owner declare under the penalty of perjury, and any other applicable state or federal law, that all information provided on this form and submitted attachments are true, factual, and accurate.

Owner Name (Printed):		Sign Name:		Date:	
Applicant Name (Printed):		Sign Name:		Date:	

APPEAL SUBMISSION INFORMATION

Please mail or hand deliver the completed appeal form and any accompanying information to the Region Director in the Region where the permit denial originated.

REGION #	REGION DIRECTOR	ADDRESS
Region 1	Kris Peterson	166 West Southwell Street, Ogden, Utah 84412
Region 2	Bryan Adams	2010 South 2760 West, Salt Lake City, Utah 84104
Region 3	Rob Clayton	658 North 1500 West, Orem, Utah 84057
Region 4	Rick Torgerson	210 West 800 South, Richfield, Utah 84701

FOR INTERNAL USE ONLY

Date Received:		Print Name:		Sign Name:	
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