



**CITY OF CORONADO
COMMUNITY DEVELOPMENT**

1825 STRAND WAY
CORONADO, CALIFORNIA 92118
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CITY HALL
PHONE: (619) 522-7326
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**REQUEST FOR REVIEW
OF THE ISSUANCE OF AN
ADMINISTRATIVE CITATION**

(use ink and print legibly)

**THE ADMINISTRATIVE CITATION WILL NOT BE ENFORCED
WHEN A PROPERLY FILED REQUEST FOR REVIEW IS PENDING A HEARING**

Name and Address of Person(s) Filing Request for Review:
("Appellant(s)):

Address of Violation: _____

A.P.N.# _____

Date of Issuance of Administrative Citation: _____

Name of Issuing Officer: _____

For Staff Use Only:

Date Request Filed: _____ Amount Paid _____

Was Request Filed Timely? Yes/ No

Receipt Number: _____

Date Of Review Hearing: _____

Code Enforcement Case No: _____

Indicate below the basis of the Request for Review (check all that applies):

Review the existence of the violation. Review of party responsibility for the violation. Other _____

Provide a brief statement of the specific items which you are requesting a review, and provide any material facts which you believe support your statement (use additional sheets if necessary):

Provide a brief statement of the relief you seek (e.g. modify or set aside the Administrative Citation), and the reasons why the Administrative Citation should be rescinded, modified or set aside (use additional sheets if necessary):

Date: _____

Appellant's Signature

Date: _____

Property Owner's Signature

Upon the receipt of a timely request for review of the Administrative Citation, the Coronado City Clerk shall set the matter for hearing and provide the citee at least 10 days' notice of the time, date, and location of the review. The City Clerk shall provide copies of additional material to the citee that the City will use at least five working days prior to the review. At least five days prior to the review, please provide the City Clerk any materials you intend to use at the review.