



Administrative Code Hearing/Appeal Application

Required to go before the Administrative Hearing Officer

Fee \$250.00

Property information and Case number must be provided.

Parcel # _____ Lot # _____ Case # _____

Address of property: _____

(For office use only)

Case # _____ Fee \$250.00 Receipt #: _____

Date received by Community Development: _____ Received by: _____

Hearing Date: _____

Application Determination:

Hearing Officer decision:

Waive or reduce fines ☐ Postpone abatement action ☐ Excuse the failure to request a
hearing within the 10-day period ☐ Application denied ☐ Date of decision: _____

Property Owner(s) Information

Name(s): _____

Address per tax rolls: _____

City/County: _____ State: _____ Zip: _____

Office/home phone: _____ Fax: _____

Mobile phone: _____ Message phone: _____

Email address: _____

Responsible Person(s) Information

Name(s): _____

Address per tax rolls: _____

City/County: _____ State: _____ Zip: _____

Office/home phone: _____ Fax: _____

Mobile phone: _____ Message phone: _____

Tooele County Code 5-5: Administrative Code Enforcement Hearings

5-5-1. Declaration of purpose. The County Council finds that there is a need to establish uniform procedures for administrative code enforcement hearings conducted pursuant to the Tooele County Code. It is the purpose and intent of the County Council to afford due process of law to any person who is directly affected by an administrative action. Due process of law includes notice, an opportunity to participate in the administrative hearing, and an explanation of the reasons justifying the administrative action. These procedures are also intended to establish a forum to efficiently, expeditiously, and fairly resolve issues raised in any administrative code enforcement action.

***“Good cause”** means an incapacitating illness; death; lack of proper notice; unavailability due to unavoidable, unpreventable, or extenuating emergency or circumstance; a required act that causes an imminent and irreparable injury; or acts of nature adverse to performing required acts.*

1. State what action you would like the appeal authority to take in response to your request:
 - (a) waive or reduce the fines which have accumulated;
 - (b) postpone an abatement action by the County; or
 - (c) excuse the responsible person’s failure to request a hearing within the ten-day period.
 2. What evidence will be presented that “good cause” exists to warrant the above request? Please attach any related documents to be submitted to the hearing officer.
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I (We) understand that if the responsible person fails to establish good cause to take one or more of the actions listed above, the hearing officer shall review the notice of violation and any other relevant information included in the case file. The hearing officer shall not accept any other evidence.

The fees associated with this application will not be refunded or returned once the notice of this application is submitted to the Hearing Officer. I (We) will attend the hearing on the date provided above. Any party whose property or actions are the subject of any administrative code enforcement hearing and who fails to appear at the hearing is deemed to waive the right to a hearing and will result in a default judgment for the County provided that proper notice of the hearing has been provided.

PROPERTY OWNER’S SIGNATURE

DATE

RESPONSIBLE PERSON’S SIGNATURE

DATE