



## **Appeal Request For projects located within The City of Vista**

When a request for an alternate means of fire protection has been denied by the Chief, or when it is claimed that the provisions of the Fire Code do not apply or that the true intent and meaning of the Code has been misconstrued or wrongly interpreted, the applicant may appeal the decision of the Chief to the City Manager, then to the City Council, provided that written notice of appeal is filed with the City Clerk within 30 days after the date of decision.

Preliminary requirements for a project are not subject to the appeals process. In order for fire code requirements to be appealed they must be formal requirements applied to a formal (official) submittal, such as building plans in process with the City of Vista.

The appellant must have exhausted the normal staff review process, including discussion with the Inspector conducting the plans review, the Fire Marshal and the Fire Chief. If resolution is not achieved, the matter may be appealed to the City Manager.

Contact the City Clerk at (760) 639-6125 for information regarding notification requirements. The mailing address is: City Clerk, City of Vista, 600 Eucalyptus Avenue, Vista, CA 92084.

The attached form is provided as a convenience only. Contact the *City of Vista Fire Department-Fire Marshal* at 760-639-6140 to obtain any required forms and to ascertain what fees will be charged, if any:

**Appeal Information**

Appellant Name \_\_\_\_\_

Mailing Address  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Assessor Parcel Number \_\_\_\_\_

Project Address  
\_\_\_\_\_  
\_\_\_\_\_

Type of project (land division, single family home, etc.) \_\_\_\_\_

Date of requirements \_\_\_\_\_

The specific requirement(s) being appealed  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The alternative solution being proposed as “equivalent to the code requirement,” and specific evidence as to how it is **at least equal** to the code requirement being appealed  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attachments/Documentation  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Appellant Signature

\_\_\_\_\_  
Date