

**Staff Level Site Plan and Design Review
Reconsideration Form
(City Code Section 17.812.020)**

Any person dissatisfied with staff action has the right to request reconsideration by the Design Director or Preservation Director. Requests for reconsideration must be received within seven (7) calendar days of the staff action.

Contact Name: _____

Phone: () _____

E-Mail Address: _____

Application Number: _____

Assessor's Parcel Number (APN): _____

Project Location: _____

Summarize the reasons why you would like the Director to reconsider the staff action on this project:

Submit this form to the Planning Division Public Counter at 300 Richards Blvd. 3rd Floor, Sacramento, CA 95811 prior to 3:30pm on the seventh calendar day from the staff action. If you have any questions, please contact the project planner who made the staff action.

Please note that once this document is submitted to the City of Sacramento, your information may be subject to public record. However, the City will not sell your data or information for any purposes.

THIS BOX FOR OFFICE USE ONLY

Filing Fee Received By: (\$298) _____ Date: _____

Distribute Copies to: Planning _____ Urban Design Manager _____ Staff Planner _____