

	WEBER FIRE DISTRICT FORM	Fire Code Appeal Application
	Revised Date:	Article: IX Section: 901-B
	Effective Date:	Pages: 33
	Kevin Ward Board Chairman	Britt Clark Fire Chief

This form is used to appeal a final order, decision, or determination of the Weber Fire District Fire Code Official or authorized designee. Submit the completed form and all supporting materials within twenty (20) calendar days after the Fire Code Official's written decision was served, unless another controlling deadline applies.

Speaking during public comment, requesting records, or discussing the matter with staff does not qualify as filing an appeal or extending the filing deadline. Filing an appeal does not automatically stay the decision being appealed.

Appeals are governed by Resolution 24-2026, as amended by Resolution 41-2026, and Weber Fire District Rules and Regulations, Article IX, Section 901.00. The entire Board of Trustees constitutes the Board of Appeals, and a lawful quorum of qualified and non-recused trustees may hear and decide the appeal.

I. Appellant Information:

Appellant name	Property owner name if different
Mailing address	City State ZIP
Telephone	Email
Authorized representative	Representative telephone and email

II. Property and Project Information:

Property address	Parcel number
Project name	Building or fire permit number

III. Decision Being Appealed:

Identify the specific order, decision, determination, or requirement being appealed.

IV. Grounds for Appeal:

Check all that apply:

- ☐ The fire code or a legally adopted rule was incorrectly interpreted or applied.
- ☐ The cited fire code provision does not fully apply to this project or circumstance.
- ☐ An alternative form of construction, method, material, design, or fire protection is proposed that satisfies the applicable code.

Explain each claimed error and cite the specific code section or other authority supporting the appeal.

V. Requested Relief:

State exactly what action you want the Board of Appeals to take.

VI. Proposed Alternative:

If applicable, describe the proposed alternative and explain how it satisfies the applicable code and provides an equivalent level of protection.

VII. Attachments:

- ☐ Final Written Determination being appealed
- ☐ Code sections and other legal authority

- ☐ Site plans or construction plans
- ☐ Maps or photographs
- ☐ Calculations or technical reports
- ☐ Relevant correspondence
- ☐ Owner authorization for representative
- ☐ Other supporting material: _____

VIII. Certification:

I certify that the information submitted with this appeal is true and complete to the best of my knowledge. I understand that filing this appeal does not automatically stay or change the decision being appealed, extend a deadline imposed by another agency or law, or authorize work that is otherwise prohibited. I authorize the District to communicate with the representative identified above concerning this appeal.

Appellant signature

Date

Printed name

Title or relationship to property

IX. District Use Only:

Date and time received

Received by

Appeal file number

Completeness review date

Accepted as complete ☐ Yes ☐ No

Deficiency notice date

Hearing date

Final decision and service date