

**City of Yucaipa
Mobilehome Rent Stabilization Program**

APPLICATION FOR WRITTEN NOTICE OF INTENT TO APPEAL

Pursuant to Yucaipa Municipal Code (YMC) Chapter 15.20 (Yucaipa Mobilehome Rent Stabilization Program), appeals to the Rent Review Commission of Staff Determinations and appeals to the City Council of Rent Review Commission Determinations must be filed within ten (10) days of the date of the written decision. A total of (8) copies of the completed appeal and any additional back-up documentation submitted prior to the hearing must be provided to the City in order for the appeal application to be deemed complete. The application must include a written summary of the basis of the appeal, any documents supporting the appeal, and proof of service of written notice of the filing of the appeal on the opposing party.

The application fee for Appeals to the Rent Review Commission of Staff Determinations and Appeals to the City Council of Rent Review Commission Determinations shall be \$1,750.00 per application, plus the costs of transcripts of any underlying proceedings from which the appeal is made. The application fee shall be paid in full and collected by the City prior to setting the appeal hearing of either the Rent Review Commission or City Council (Pursuant to the Resolution No. 2007-03). All checks and money orders should be made payable to the City of Yucaipa.

The Rent Administrator shall have ten days in which to declare the appeal application complete.

Appeal of Staff Determinations	Appeal of Rent Review Commission Determinations
A hearing of the Commission shall be held not later than sixty (60) days from the date the appeal application is determined complete. The Commission shall render its decision in writing, including findings of fact, within seventy-five (75) days after the date an application is determined to be complete.	A hearing of the City Council shall be held not later than thirty (30) days from the date the appeal application is determined complete. The City Council shall render its decision in writing, including findings of fact, within fifteen (15) days from the commencement of the public hearing. The decision of City Council is final.

Contact the Mobilehome Rent Administration Department at (909) 797-2489, Extension 236, if you need assistance or have questions. It is your responsibility as the applicant to review pertinent sections in YMC Chapter 15.20 and Resolution No. 2007-03 to know the process and requirements for this type of application.

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Application shall be typed or printed in black ink.

SECTION I

Mobilehome Park Name: _____

SECTION II

Name of person or group filing the appeal (if a group is filing the appeal, please include the official contact person): _____

Appellant(s) Mailing Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

SECTION III

Please attach a written summary of the basis of the appeal and any documents supporting the appeal using paper no larger than 8 ½ x 11. (Label all attachments)

SECTION IV

Signature of Appellant

Date

The application and all supporting documents shall be delivered to City of Yucaipa, Attention Mobilehome Rent Administrator, 34272 Yucaipa Blvd., Yucaipa, CA 92399