

## NOTICE OF APPEAL

**Note** - The original notice of appeal must be provided to the Clerk with a copy provided to the individual or entity from whom or from which an appeal is being taken. Appeals may be signed electronically via Adobe Sign in accordance with Sierra County's Electronic Signature Policy and will be accepted in lieu of an original signature.

**Appeal Hearing Body:** Sierra County Board of Supervisors  
P.O. Box D, Downieville, CA 95936

In the matter of the appeal of (name of project): \_\_\_\_\_

1. Date of Administrative or Planning Commission action: \_\_\_\_\_

2. Specific decision or action being appealed:

3. Factual reason for appeal:

4. Legal basis for appeal:

5. Specific relief requested:

A separate sheet may be attached if more space is needed to complete the above sections.

The following deposit is required when submitting a Notice of Appeal (see attached Schedule of Fees for the Board of Supervisors):

- Administrative Appeal: **\$200.00**
- Planning Commission Appeal: **\$500.00**

**Pursuant to Section 20.05.130 of the Sierra County Code the time within to appeal is as follows:**

Unless otherwise expressly provided for by any law, any appeal of any decision of the Planning Commission shall be filed with and actually received by the County Clerk, in the manner specified in this Part, within 10 calendar days from the date of the Planning Commission's action. Any such appeal shall be accompanied by such fees and deposit as established by the latest adopted ordinance, which shall be paid to the County Clerk at the time of and as a condition to the filing of an appeal. **Credit card payments** are accepted and must be processed online at <https://sierracounty.ca.gov/313/Payments>. Under Payments to County Offices, select the "Clerk-Recorder" and enter a "1" under the Document Number field. Once the payment has been processed, please email a copy of the receipt to **clerk-recorder@sierracounty.ca.gov**.

\_\_\_\_\_  
Signature of Applicant or Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**RETURN COMPLETED FORM AND PAYMENT TO:**  
Sierra County Clerk  
P.O. Box D, Downieville, CA 95936

**SCHEDULE OF SIERRA COUNTY  
FEES AND CHARGES  
CLERK-RECORDER  
SCHEDULE D**

SERVICE	FEE	LEGAL AUTHORITY
<b>BOARD OF EQUALIZATION FEE SCHEDULE</b>		
Copies of Documents	\$0.50 per page	GC 26831
Finding of Fact (This is a deposit; applicant is responsible for all costs incurred by the County in preparing the Findings of Fact)	\$150.00	R&T 1611.5 SC BOE Res 2014-001
<b>BOARD OF SUPERVISORS FEE SCHEDULE</b>		
Copies of Documents	\$0.50 per page	GC 26831
Audio Recordings of Board Meetings	\$10.00	GC 26831
Agenda and Public Notices (Hard Copy)	\$40.00 annually	GC 26831
Minutes (Hard Copy)	\$70.00 annually	GC 26831
<p>Appeals (Amounts shown are required as deposits to be applied to all actual costs, including actual clerical, administrative, and county counsel costs, document duplication costs, telephone, fax &amp; reporter per diem and transcription costs. Costs will be subtracted from the initial deposit and any overage refunded, or additional costs billed to and shall be paid by the person or entity filing the appeal. This provision shall supersede anything to the contrary in the County Code or any County resolution, policy, or procedure.)</p> <ul style="list-style-type: none"> <li>· Administrative Appeals</li> <li>· Planning Commission Appeals</li> </ul>	<p>\$200.00 deposit \$500.00 deposit</p>	GC 26831
County Code – Hard Copy	\$50.00	GC 26831