



COMMUNITY DEVELOPMENT RESOURCE AGENCY Planning Services Division

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APPEALS

Decisions of the Planning Director, Environmental Review Committee, Design/Site Review Committee, Zoning Administrator, Parcel Review Chairperson, and Planning Commission may be appealed by an applicant or by any aggrieved party as provided by this section.

Administration and Interpretation: The following actions of the Planning Director and his/her staff may be appealed to the Planning Commission and then to the Board of Supervisors:

- Determinations on the meaning or applicability of the provisions of this chapter that are believed to be in error, and cannot be resolved with staff.
- Any determination that a permit application or information submitted with the application is incomplete, pursuant to California Government Code Section 65943.

Land Use Permit and Hearing decisions: Rulings of the Environmental Review Committee, Design/Site Review Committee, Zoning Administrator, and Parcel Review Chairperson may be appealed to the Planning Commission and then to the Board of Supervisors. Rulings of the Parcel Review Chairperson related to road improvement requirements may be appealed to the Director of Public Works (see Section 16.20.090 of the Placer County Code) and then to the Board of Supervisors. Rulings of the Planning Commission may be appealed directly to the Board of Supervisors. Rulings of the development review committee and the environmental review committee may be appealed to the hearing body having original jurisdiction in the matter being appealed.

Who May Appeal: An appeal may be filed by any of the following:

- An applicant affected by an administrative action or interpretation of the Planning Director or the Planning Director's designee including decisions of the Environmental Review Committee or Design/Site Review Committee.
- An applicant or party who, either in person or through a representative explicitly identified as such, appeared at a public hearing of the Zoning Administrator, Parcel Review Committee or Planning Commission, and provided oral testimony to the decision being appealed, or who otherwise informed the county in writing of the nature of his/her concerns prior to or during the hearing, excepting therefrom actions taken to approve a Parcel Map or Subdivision Map, which shall have an automatic 10-day appeal period in accordance with Government Code Section 66452.5.
- Application fees are required to be paid in full at the time of application submittal. The most current version of the Planning Services Division Fee Schedule is available [here](#).

Timing and Form of Appeal: An appeal must be filed within ten days of the decision that is the subject of the appeal, excepting therefrom each instance where the 10th calendar day falls on a weekend or holiday

wherein the appeal period shall be extended by one business day. Appeals filed more than ten days after the decision shall not be accepted. A notice of appeal shall be in writing, shall specify the decision or portion of the decision being appealed, shall include a detailed state of the factual and/or legal grounds upon which the appeal is being taken and shall include other information required by the Planning Director. The appellant shall provide to the Planning Division all written materials which the applicant desires the appellate body to consider at the appeal hearing within thirty (30) calendar days of the appeal filing, including, if applicable, any proposed changes to the project. The appeal shall be accompanied by the filing fee set by the most current planning department fee schedule. **Appeals filed more than 10 days after the decision shall not be accepted by the Planning Division.**

Effect of Filing: In the event of an appeal, the decision being appealed shall be set aside and of no effect until final action by the appeal body pursuant to this section.

Time Limits on Appeals: Upon receipt of an appeal in proper form, the Planning Director or Clerk of the Board of Supervisors, as applicable, shall schedule the matter for consideration by the appropriate appeal body. The appeal body shall commence a public hearing on the appeal within ninety days of its proper filing, or within such other time period as may be mutually agreed upon by the appellant, in writing, and the appeal body, in writing. If the public hearing is not commenced within ninety days, or an alternative time period is not agreed upon by the appellant and the appeal body, the decision rendered by the last hearing body shall be deemed affirmed. (Note: Once commenced, a public hearing on an appeal may be continued from time to time for good cause.)