



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT

3015 H Street • Eureka CA 95501
Phone: (707) 445-7245

County of Humboldt
Notice of Appeal Form
Board of Building Code Appeals

PURPOSE: This form is used to file an appeal to the County of Humboldt Board of Building Code Appeals (“Board”, consisting of members of the Planning Commission pursuant to Humboldt County Code 331-11 (a)(2)) regarding a decision, notice, or order issued by the Building Official regarding non-administrative application and interpretation of the County’s and California Building Code as adopted in Title III Division 3, Chapter 1 of the Humboldt County Code.

The Board has the authority to interpret non-administrative Building Code sections. The Board does not have the authority to waive requirements of the Building Code or enact ordinances or provisions. The Board is an administrative body, charged with interpreting adopted codes; it cannot set aside standards adopted by legislative action of the County Board of Supervisors or rule on administrative provisions of the code. Further, the Board is limited to appeals filed pursuant to:

1. Section 110. Administrative, California Mechanical Code
2. Section 203. Enforcement, Uniform Housing Code
3. Section 103.3. Title, Scope and Enforcement, Uniform Sign Code
4. Section 111, 2018 International Property Maintenance Code
5. Section 207. Enforcement and Permits, California Code for Building Conservation

Appellant Information:

Name

Mailing Address

City, State, ZIP

Telephone

Email

Project Information:

Permit # if applicable

Project Description

Project Address

City, State, ZIP

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The Board may ask any clarifying questions of the appellant.

Any interested member of the public may speak on the item for no more than three (3) minutes. Comments must be relevant to the specific item on appeal, or the speaker will be ruled out of order.

The Board may ask any clarifying questions of public speakers.

Discussion, Deliberation and Decision

The Board will close the testimony portion of the appeal hearing and begin deliberations on the appeal. There will be no more appellant or public testimony accepted, unless requested by the Board through the Chair.

Generally, the Board will discuss the matter as a group prior to any motion being made, with an opportunity for individual Board members to express initial opinions but retaining the right to be swayed on an issue prior to a formal vote.

If the Board is prepared to decide on the appeal, it shall do so by motion and majority vote. The Board may affirm, overrule, or modify any Building Official decision as necessary to conform to the technical provisions of the County's and/or California Building Code. The Board's decision shall be in writing and shall be final.

County of Humboldt Staff will provide the appellant with written notice of the Board's decision within ten (10) business days.