

SUN RANCH

Notice of Appeal Form

Based on the Board Decision Appeals Policy and Procedure (Resolution No. 2026-10)

Use this form to appeal a Board decision made under an Association policy that provides a right to appeal. This form must be delivered to the Association Secretary within 14 calendar days of the date of the decision being appealed: by email to sunranchmemberstonasket@gmail.com, by US Mail to PO Box 407, Tonasket, WA 98855, or by hand. For a roadway gate decision, use the Roadway Gate Notice of Appeal Form instead.

1. Appellant Information

Name(s): _____ Lot #: _____

Mailing

Address: _____

Phone: _____ Email: _____

2. Decision Being Appealed

Date of Board Decision: _____

Policy under which the decision was made:

- ☐ Building & Improvement Review Policy and Procedure (Building Approval Form decision)
- ☐ Animals at Large Policy and Procedure
- ☐ Maintenance of Lots Policy and Procedure
- ☐ General Covenant Violation Enforcement Policy and Procedure
- ☐ Temporary Construction Residence Policy and Procedure
- ☐ Shipping Container Storage & Screening Policy and Procedure
- ☐ Other Association policy that provides a right to appeal: _____

The decision was a:

- ☐ Denial ☐ Approval with conditions ☐ Violation determination or fine ☐ Other

3. Basis for Appeal

Check all that apply.

- ☐ I am providing corrected or additional information or documents that address the Board's stated reasons.
- ☐ I have changed the project or corrected the condition to address the Board's stated reasons.
- ☐ I believe the Board misapplied a covenant, Bylaw, or policy. *(cite the section in your statement)*
- ☐ Other (explain in your statement)

4. Written Statement

Explain the basis for your appeal and the outcome you are requesting. Attach additional pages if needed.

5. Required Attachments

- ☐ A copy of the Board decision being appealed
- ☐ Any corrected, additional, or supporting documentation relevant to the Board's stated reasons

6. What Happens Next

- A timely appeal pauses further enforcement escalation (such as recurring fines, lien action, or abatement) while the appeal is pending. Fines, fees, or costs already assessed remain due.
- Filing an appeal does not authorize you to begin, continue, or leave in place the activity, structure, or condition that led to the decision.
- The Board will place your appeal on the agenda of its next meeting, where you may present it. The Board decides by majority vote, and that decision is final and binding.
- If the appeal is denied, you must comply with the original decision within 7 calendar days, unless the policy under which the decision was made sets a different period.

7. Appellant Certification

I certify that the information provided above and attached is true and accurate to the best of my knowledge.

Signature: _____ Date: _____

8. For Board Use Only

Date Received: _____ Received By: _____

Received within 14 calendar days of the decision: ☐ Yes ☐ No

Hearing Date: _____ Board Vote: _____ in favor _____ opposed

☐ Appeal sustained ☐ Sustained with conditions ☐ Appeal denied

Conditions or reasons: _____

Compliance deadline (if denied): _____

President: _____ Secretary: _____