



## CITY OF HALLOWELL BOARD OF APPEALS

### Application for Administrative Appeal

#### **Instructions**

Please fill out all areas of this form, and submit it to the Code Enforcement Officer. Provide as much supporting detail as you like. A meeting of the Board of Appeals will be scheduled as soon as practical. The application fee is \$100.00 plus the cost of public notice.

#### **Appellant Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

#### **Appeal Information**

Address and/or map and lot number of property that is the subject of the appeal:

\_\_\_\_\_

Owner of above property: \_\_\_\_\_

On a separate, attached sheet or sheets, please describe in detail the facts surrounding the appeal, including what action by the Code Enforcement Officer is being appealed, how that action could cause potential harm to you, why you feel the action was improper, and what remedy you are seeking. Feel free to supply any information you feel may be useful to the Board of Appeals as it considers this matter. You will also have the opportunity to present information during the meeting of the Board.

#### **Signature and Certification**

I certify that the information included in this application is true and accurate to the extent of my knowledge and belief.

\_\_\_\_\_  
Appellant's Signature

\_\_\_\_\_  
Date