



Reference Number

**NOTICE OF APPEAL TO PROPERTY STANDARDS COMMITTEE**

*Building Code Act. Section 15.3*

<b>To:</b> <b>Secretary of Property Standards Committee for the Town of Essex</b>
<b>Address:</b> <b>33 Talbot Street South, Essex, ON N8M 1A8</b>

Name of Person Served with Penalty Notice:
Municipal Address or Legal Description of Property:
Roll Number:

**Owner/Agent of the property to complete form below**

Owner:	Agent of the Property (if applicable):
Mailing Address:	Phone No.:
Municipal Address or Legal Description of Property:	

**Take Notice** of this appeal to the Property Standards Committee because of dissatisfaction with the above referenced order to remedy violation of standards of maintenance and occupancy served upon the undersigned.

\_\_\_\_\_

Date

Signature of Appellant  
(or Authorized Officer of a Corporation)

**Appeal to Committee:** When the owner or occupant upon whom an order has been served in accordance with the Building Code Act, Section 15.3 is not satisfied with the terms or conditions of the order, the owner or occupant may appeal to the Committee by sending notice of appeal by registered mail to the Secretary of the Committee within fourteen (14) days after service of the order, and, in the event that no appeal is taken, the order shall be deemed to have been confirmed.

*Building Code Act., 1992, S.O. 1992, c. 23*

Date Order Served: \_\_\_\_\_

*Personal information collected on this form, collected pursuant to a by-law passed under the Building Code Act will be used for the purpose of that By-Law. Questions should be directed to the Municipal Freedom of Information and Protection of Privacy Coordinator of the institution responsible for the procedures under that Act.*