

27600 Jefferson  
St. Clair Shores  
MI 48081

City of St. Clair Shores  
**Building/Property Maintenance  
Board of Appeals Application**

Community Development  
586-447-3340  
Fax 586-445-4098

The petitioner listed below, having been served Notice of Violation of the I.C.C., International Property Maintenance Code and/or 2006 Michigan Building Codes, appeals this decision to the Building/Property Maintenance Board of Appeals pursuant to IPMC, 2006, Section 111.

**REQUESTED BY**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK/CELL PHONE: \_\_\_\_\_

**PROPERTY IN QUESTION**

SITE LOCATION: \_\_\_\_\_

**REASON(S) FOR APPEAL**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LIST ANY AND ALL ITEMS YOU FEEL THE BOARD OF APPEALS SHOULD CONSIDER WHEN REVIEWING YOUR APPEAL**

(ATTACH ADDITIONAL INFO TO A SECOND PAGE): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*It is required that the petitioner furnish 1 full-size drawing (blue-print size), manufacturer's specifications, photographs, material samples etc., to support the submitted appeal.*

The petitioner, as affirmed by the signature below, understands and agrees to the following:

- Petitioner has 20 days from official notice to file this form with Community Development Dept.
- Petitioner agrees to make property available for viewing by board members prior to meeting.
- A non-refundable fee of \$100.
- Petitioner MUST provide *1 full-size drawing (blue-print size)*, including elevations, with application.
- Petitioner will be notified within ten (10) business days from date of application as to when and where an appeals meeting will be held.
- Failure to appear will result in automatic forfeiture of fee.

\_\_\_\_\_  
Petitioner's Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY:**

**Community Development** \_\_\_\_\_  
Received by Date

**Fee \$100**    **Receipt #** \_\_\_\_\_