



CODE ENFORCEMENT DEPARTMENT NOTICE OF APPEAL OF CITATION/VIOLATION

Name of Appellant/Property Owner: _____

Address of Appellant/Property Owner: _____

Email: _____

Phone #: _____

Citation #: _____

Date of Citation (appeal must be filed within 7 days; Ordinance No. 2023#8): _____

Location of Cited Property: _____

I APPEAL THE ABOVE VIOLATION/CITATION ON THE FOLLOWING GROUNDS:
(This must be completed by Appellant/Property Owner; add additional pages, if necessary.)

DATE: _____ APPELLANT'S SIGNATURE: _____

*****STAFF ONLY; DO NOT WRITE BELOW THIS LINE*****

Your appeal hearing has been scheduled for _____, 20__ at 5:30 p.m. at the Dayton Community Center, 625 2nd Avenue, Dayton, Kentucky 41074. An attorney may represent you at this hearing, and you have the right to present evidence and witnesses. If you desire to subpoena witnesses, you must provide their names and addresses to the City in at least three days before the hearing to obtain a subpoena. You must serve the City-issued subpoena or have someone serve it on your behalf.

I hereby certify that the City served the Appellant/Property Owner with the Violation/Citation in accordance with City's Ordinance by (i) personal delivery; (ii) leaving a copy at the address above with an adult resident who was informed of the contents; or (iii) by posting a copy in a conspicuous place on the premises and mailing a copy to the record owner of the property. If the proffered Notice of Appeal is rejected by the City, please state the reason why: _____.

DATE: _____ SIGNATURE: _____

TITLE: _____