



City of Big Rapids

Department of Neighborhood Services
Request for Property Maintenance Appeal

Date: _____

ADDRESS OF SUBJECT PROPERTY: _____

Owner Name: _____

Owner Address: _____

Owner Phone Number: _____

Violation Appealed: _____

I hereby request a variance from or modification to the Property Maintenance Code violation order issued to the above described property on the following grounds:

The above is an application to be forwarded to the Property Maintenance Board of Appeals. By my signature I indicate my understanding that a hearing will be conducted to consider my request. I further understand that it is my responsibility to present any and all information pertinent to my request when called upon to do so.

Applicant Signature

THE DEPARTMENT OF NEIGHBORHOOD SERVICES WILL NOTIFY YOU OF THE DATE AND TIME OF THE PROPERTY MAINTENANCE BOARD OF APPEALS HEARING APPROXIMATELY ONE WEEK PRIOR TO SAID MEETING