

REQUEST FOR AN APPEAL

Portage County Building Department
449 S. Meridian Street, Ravenna, OH 44266
Phone: 330-298-4503 Fax: 330-297-3896

Date Received

PCBBA Case # _____

Check # _____

Receipt # _____

Hearing Date _____

Result _____

Name _____ Phone _____

Address _____ Twp/Village _____

City _____ State _____ Zip _____

General instructions: the application for an appeal must be received within thirty (30) days of the mailing of the adjudication order or citation letter. You must include a copy of the order or letter and submit your reasons for this appeal and any other information you wish the Board to consider. At the hearing, you may be represented by legal counsel and provide such testimony as you deem appropriate.

ITEM (s) APPEALED _____

RELIEF SOUGHT (explain in detail what relief you seek and why you believe you are entitled to relief)

Type of Appeal

Fee

[] Portage County Board of Building Appeals \$ 75.00 \$ _____

[] Portage County Flood Hazard Reduction Appeals 75.00 \$ _____

Clerk _____ Date _____

Make check payable to: Portage County Treasurer