# Appeal for Variance, Alternative Materials, and Construction Methods
Board of Building Standards

## Type of Appeal
Select the appeal type.

- [ ] Permit Refusal*
- [ ] Violation*
- [ ] Product Approval

* A copy of the permit refusal or violation notice must be attached with this form.

## Application/Violation Number
Provide the number listed on the notice of refusal or notice of violation.

### Number

## Property Address
Provide the address of the property in question.

### Address

## Property Owner
Identify the deeded property owner.

If there was a recent change of ownership, documentation will be required.

- **Name**
- **Address**
- **Email**
- **Phone**

## Appellant
Identify who is filing the appeal.

- **Name**
- **Address**
- **Email**
- **Phone**

## Reason for Appeal
Select the reason that best describes why an appeal is being filed.

- [ ] Intent or rules of the code interpreted incorrectly.
- [ ] Provisions of the code do not fully apply.
- [ ] Equally good or better construction is proposed.

## Additional Information
Describe an alternate interpretation or hardship/extraordinary conditions making compliance impractical.

- Describe provisions for protection of public safety meeting the intent of the code (required if proposing equivalent or better construction).

## Declaration & Signature
I certify that I am familiar with the subject building and that the information provided herein is true and factual, and that I am the owner or am authorized by the owner to act on their behalf on this appeal.

- **Appellant Signature:** ____________________________
- **Date:** __/__/____

## Office Use Only

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<tr>
<th>CASE NUMBER:</th>
<th>APPEAL DATE:</th>
<th>HEARING DATE:</th>
<th>HEARING TIME:</th>
<th>APPEAL FEE:</th>
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