

Fill out the form below completely and return it to Randy King at the address below or via email at [rking@cityoflanasterpa.com](mailto:rking@cityoflanasterpa.com). You will be contacted at the number you provided to arrange a hearing before the board. The officer who wrote the report will also attend the hearing. Please see the attached for Disruptive Conduct Definition via City Code Chapter 238.

I/We \_\_\_\_\_ the undersigned, hereby appeal to the Housing Code Board of Appeals, this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_. Concerning my property located at \_\_\_\_\_ Which has been said to be in violation of the Codified Ordinances of the City of Lancaster, Chapter 223 and Chapter 182 as amended, being the Property Maintenance Code and the Lead Poison Prevention and Lead Hazard Control Code of the City of Lancaster, specifically, Section(s) \_\_\_\_\_ of said Ordinance.

111.1 Application for Appeal. Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the board of appeals, provided that a written application for appeal is filed within 10 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that:

- The Intent of the Code or the Legally Adopted Rules have been incorrectly interpreted.
- The Provisions of this Code Do Not Fully Apply.
- The Requirements of the Code are Satisfied by Other Means OR a variance to the standards is requested.
- An extension of time is requested.

The basis for the Appeal must be indicated above by the applicant. The fee for filing an Appeal is \$100.00 and must accompany this written Appeal Form.

Please be advised of the following ordinance language:

**§ 223-3, Section 111.1.2**

Fees for filing appeals as established in accordance with the provisions hereof shall be paid in advance for each appeal taken hereby. Further, the Board of Housing Appeals and Revisions (the "Board") may require the party bringing the appeal to pay any costs associated with hearing the appeal, including, but not limited to, advertising and stenographic services (where appropriate), whether the Board partially or fully upholds the code official's issuance of the appealed notice of violation.

**Article IV, Chapter 36 – Claims, Municipal.**

**§36-10 Award of attorney fees and court costs to City.**

In any proceeding by the City to enforce any of its ordinances, whether before a Magisterial District Judge, in a Court of Common Pleas, or in any other court or body of competent jurisdiction, including appeals boards and bodies of arbitration, upon a conviction of the defendant, upon a guilty plea, or upon a finding in favor of the City of Lancaster, the court or other adjudicatory body shall award the City its reasonable attorney fees and court costs actually incurred in pursuing or prosecuting the matter.

Appellant Signature

Appellant Email

Phone Number

Alt. Phone Number