



**CITY OF TUCSON - ENVIRONMENTAL & GENERAL SERVICES DEPARTMENT  
CODE ENFORCEMENT DIVISION**

P.O. Box 27210 · Tucson, AZ 85726-7210 · (520) 791-5843

**ADMINISTRATIVE APPEAL OF NOTICE OF VIOLATION FOR T.C. CH. 16**

*Only sections 16-4, 16-11, 16-12, 16-14, 16-24 and 16-61 can be appealed*

Address of the Property subject to the appeal:

\_\_\_\_\_

Case Number: \_\_\_\_\_ Inspector: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Owner's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Code section(s) appealed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for the appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- The appeal will be heard by the code official or designee within ten (10) days at a regular specified time as determined by the code official or designee.
- The appellant will be notified in writing on when and where the hearing will occur.
- At the hearing, the applicant shall provide adequate information to fully describe the conditions in question.
- There is no fee to file this administrative appeal.
- This form shall not be used to appeal to the Board of Adjustments or the Board of Appeals. You need to contact Planning and Development Services Dept. for assistance on appealing to one of these boards. They are located at 201 N. Stone, Tucson. Their general phone number is 791-5550.

The code official, at his/her discretion, may use a hearing committee consisting of staff persons as the code official deems appropriate or other technical persons to advise the code official on a particular appeal. If the code official denies an appeal, the applicant must comply with the decision of the code official or may appeal to the board of appeals pursuant to section 16-73 of Chapter 16 of the Tucson Code.

Owner's Signature: \_\_\_\_\_

Application accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

(Code Enforcement staff)