



Norfolk

Department of Planning & Community Development

Division of Building Safety
Development Services Center
810 Union Street/ First Floor
Norfolk, VA 23510-1914
Phone: (757) 664-6565

The Virginia Uniform Statewide Building Code, Part I, Section 119.5 states in part: **Right of appeal; filing of appeal application.** Any person aggrieved by the local building department's application of the USBC or the refusal to grant a modification to the provisions of the USBC may appeal to the LBBCA.

Appeals of Building Official's decision must be submitted within 30 calendar days of receipt of decision

The Virginia Uniform Statewide Building Code, Part III, Section 106.5 states in part: **Right of appeal; filing of appeal application.** Any person aggrieved by the local enforcing agency's application of this code or the refusal to grant a modification to the provisions of this code may appeal to the LBBCA.

Appeals of the Maintenance Code Official must be submitted within 14 calendar days of receipt of decision

I (we)/name(s) _____,

(mailing address) _____

respectfully request that the Local Board of Building Code Appeals review the decision made by the Norfolk Building Official/Norfolk Maintenance Code Official concerning,

Property address on which hearing is based:

My interest in the property is:

_____ Owner _____ Contractor _____ Owner's Agent _____ Other (Explain) _____

Application for appeal must be based on one of the following reasons:

(Check one)

____ Decision: ___/___/___ (Copy must be submitted)

____ Refusal of the Building Official to grant a modification on the provisions of the USBC, Part I, Description of decision(s) appealed:

(Attach the decision of the Building Official/Maintenance Code Official and any other pertinent documents)

Applicant signature: _____ Date: _____

Note: Please make check payable to Norfolk City Treasurer in the amount of seventy-five (\$75.00) dollars for processing requested appeal. Due at time of application.

Six (6) complete copies of plans and appeal data must be submitted with six (6) copies of application.

Applicant will be notified in writing of the scheduled appeal date.