



**FENCE AND SIGN BYLAW APPEALS FORM
NOTICE OF APPEAL
TO PROPERTY STANDARDS COMMITTEE**

To the Secretary, Property Standards Committee, the Corporation of the City of Kingston, City Hall, 216 Ontario Street, Kingston, Ontario K7L 2Z3, Phone 613-546-4291 Extension 1268 or Fax 613-546-5232

TAKE NOTICE of the appeal of the undersigned to the Property Standards Committee because of a ruling related to the above referenced Sign By-law.

The Appeal must be accompanied with information that includes the By-law section to be considered, the reason why the sign or fence cannot be installed in a manner that would meet the By-law; as well as any plot plans, elevations and details of the sign or fence showing the construction material, height, fastening, ground support, photographs etc.

Particulars of Appeal (By-law and Reference) are as follows:

By-law 2009-140 SECTION _____ OR By-law 2003-405 SECTION _____ states that:

This request is to obtain relief to this requirement because _____

My Cheque # _____ in the amount of \$337.65 is enclosed (Fees and Charges Bylaw 2026)

Or

I will attend City Hall, Council Support at 216 Ontario Street, Kingston, Ontario to make the payment before my hearing, and provide proof of payment at the meeting. (I am aware this payment is due before my hearing and if not received, will render my application null and void.)

(Name of Owner or Agent)

(Telephone Number)

(Address)

(Fax Number)

(City, Province, Postal Code)

(E-mail Address)

(Signature)

AUTHORIZED OFFICER

Appeals

Appeal to Committee - When the owner or occupant is not satisfied with the terms and conditions of the above-referenced By-law, they may appeal to the committee by completing a notice of appeal and including the application fee and forwarding by mail OR by delivery in person to the Secretary of the Committee. If you are not going to attend this meeting, please advise in writing, of your grounds for appeal.