



Property Maintenance Department
11 East Shore Blvd
Timberlake, OH 44095
Mike Paul, Inspector
(440) 278-0700

Notice of Violation

Property Owner: _____
Mailing address: _____

Inspector's order to correct violation(s)

Place of Occurrence: _____
Inspection Date: _____ Time: _____ AM / PM

Summary of findings

<u>Name of violation(s)</u>	<u>Code section(s) violated</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Photos (circle one): Y / N

Required Remedy

Cure By Date: _____



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Service Information

Contact with Owner (circle one): **Y / N** If yes, summary of conversation:

Date notice sent: _____

Method (circle one): **Personal Service** **First Class** **Posting on property** **Certified Mail**

Follow-up Inspections / Contacts

Date: _____ **Summary of findings:** _____

Date: _____ **Summary of findings:** _____

Referred to solicitor(circle one): **Y / N** **Date:** _____

Notice of Right to Appeal

Appeals must be filed with the Secretary of the Board of Appeals within twenty (20) days of the Notice and Order being contested. A public hearing will be scheduled within twenty (20) days of your request. You should be prepared to present your argument and evidence at the hearing. A decision will be issued within ten (10) days of the hearing. Appeal Form is available online at: villageoftimberlake.com, or by request from the Inspector or Dave Cattani (440-946-1066).