



CITY OF TOPEKA

Property Maintenance Unit
620 SE Madison, Unit 13
Topeka, KS 66607-1118

Tel: (785) 368-3161
Fax: (785) 368-3175
www.topeka.org

REQUEST FOR ADMINISTRATIVE HEARING

Case # _____ - _____

(All requests for an administrative hearing must be made within ten (10) calendar days of the date of the notice. City ordinance allows an administrative hearing for specific reasons only. A property owner may not appeal a requirement imposed by the 2012 International Property Maintenance Code Unit as adopted by the City of Topeka. An appeal is not to waive fees or set aside requirements of the Code.)

I, _____ am the (circle one: property owner, tenant, PUC) for the property located at _____, and do hereby request a hearing under the

following claim: *(Check)*

- ____ 1) The provisions of the 2012 IPMC as adopted by the City of Topeka do not apply.
- ____ 2) The Code Official incorrectly interpreted the 2012 IPMC as adopted by the City of Topeka.
- ____ 3) The requirements of the 2012 IPMC as adopted by the City of Topeka can be adequately satisfied by other means.
- ____ 4) Vacant Registry Notice and/or Civil Penalty Fee

I understand that a hearing on this request will be scheduled within three working days of receipt of this request. The hearing officer may determine that the provisions of the 2012 IPMC as adopted by the City of Topeka do apply, that the Code Official correctly interpreted the 2012 IPMC as adopted by the City of Topeka and/or that the requirements of the 2012 IPMC as adopted by the City of Topeka cannot be adequately satisfied by other means. I also understand that the hearing officer may order the abatement of the violation, impose an administrative penalty and assess the abatement costs against me.

Signature Date

Mailing Address City, State, Zip

Telephone # _____

PERSONAL SERVICE PROVIDED PMU OFFICE: _____

The Administrative Hearing has been scheduled for the following date/time and will be held at the Cyrus K. Holliday Building (Holliday Conference Room. 1st floor, 620 SE Madison.
_____ day of _____, 20____ at _____: _____ pm