



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161
Telephone: 305-899-8000 Facsimile: 305 891 7241

**Code Compliance Board
APPLICATION FOR REQUEST FOR RELIEF**

(Refer to the CHECK LIST on page 2 of this form.)

DATE: _____

OWNERS NAME: _____

TELE: _____ EMAIL: _____

MAILING ADDRESS: _____

ADDRESS OF LIENED PROPERTY: _____

Biscayne Park, FL 33161

LIENS AT ISSUE:

CASE NO.	DATE OF LIEN	CURRENT AMOUNT DUE
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

TOTAL: \$ _____

REASONS WHY RELIEF SHOULD BE GRANTED (ATTACH ADDITIONAL SHEETS IF NECESSARY):

TOTAL AMOUNT WHICH YOU PROPOSE TO OFFER: \$ _____ (Proposed amount must be greater than \$0.00 in order for this application to be accepted.)

I (WE) request relief from the above referenced liens for the reasons herein set forth.

SIGNATURE OF APPLICANT

PRINTED NAME

SIGNATURE OF APPLICANT

PRINTED NAME

FEE: \$50.00 Paid by: Cash Check No. _____ Date: ____/____/____



**Code Compliance Board
REQUEST FOR RELIEF CHECK LIST**

- The property is in full compliance. *(No open violations.)*
- All administrative fees associated with the code violation(s) must be paid upon receipt of the application.
- Payment of \$50.00 is included with application.
- The total amount in which you propose to pay must be greater than zero. *(You have the option to raise or lower that amount during the meeting.)*
- Power of attorney is required if you do not own the property.**
- The application deadline 5:00pm ten (10) days prior to the meeting. ***(See chart below.)***

***If part of your reason for relief is that you obtained title on a specific date, be prepared to tell us the date and amount paid, and please bring in a copy of your closing documents.**

DEADLINE FOR SUBMITTAL	DATE OF HEARING (Monday)
September 29, 2016	October 11, 2016
November 3, 2016	November 14, 2016
December 1, 2016	December 12, 2016
December 29, 2016	January 9, 2017
February 2, 2017	February 13, 2017
March 2, 2017	March 13, 2017

Please note that meeting dates are subject to change. Refer to the meeting calendar on the Village's website at www.biscayneparkfl.gov.