



**The Village of Biscayne Park**

640 NE 114<sup>th</sup> 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.**

<b>DEADLINE FOR SUBMITTAL</b>	<b>DATE OF HEARING (Monday)</b>
December 31, 2015	January 11, 2016
January 29, 2016	February 8, 2016
March 4, 2016	March 14, 2016
April 1, 2016	April 11, 2016
April 29, 2016	May 9, 2016
June 3, 2016	June 13, 2016

*Please note that meeting dates are subject to change. Refer to the meeting calendar on the Village's website at [www.biscayneparkfl.gov](http://www.biscayneparkfl.gov).*