



BRADLEY COUNTY
CONSTRUCTION BOARD
OF ADJUSTMENT & APPEALS

Process for Appeal

- ✓ Notice of Appeal shall be in writing and filed within 30 calendar days after a decision is rendered by the building inspector. A form for appeal may be obtained from the building inspectors office or from the building inspectors web page at www.bradleyco.net. The Notice of Appeal should be sent to the Bradley County Engineer at 155 Broad Street, NW, Cleveland, TN 37311.
- ✓ All members of the Construction Board of Adjustment & Appeals will be forwarded the information regarding the appeal and will have seven (7) calendar days from the date the appeal was received to review the information and visit the site. A hearing date and time will be established and all parties will be notified. Unless otherwise stated, all hearings will be held in the Planning, Engineering and Building Inspections conference room located at 155 Broad Street, NW, Cleveland, TN 37311. (Basement of the courthouse annex building.)
- ✓ A simple majority of the board shall constitute a quorum. The board, appointed by the County Commission, consists of seven regular members and two alternate members. In varying any provision of the adopted code(s), the affirmative votes of the majority present, but not less than three affirmative votes, shall be required. In modifying a decision of the building inspector, not less than four affirmative votes, but not less than a majority of the board, shall be required.
- ✓ The board shall, in every case, reach a decision without unreasonable or unnecessary delay. If a decision of the board reverses or modifies a refusal, order or disallowance of the building inspector or varies the application of any provision of the adopted code(s), the building inspector shall immediately take action in accordance with the decision. Every decision will be promptly filed in writing with the permit and shall be open to public inspection. A certified copy of the decision shall be sent by mail to the appellant and a copy shall be publicly posted in the office of the building inspector for two weeks after filing.
- ✓ Every decision of the board is final, subject however to such remedy as any aggrieved party might have at law or in equity.

***It is every intention of this board to render decisions in a timely manner. We will make every effort to complete the appeal process within a two week time frame.

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FORM FOR APPEAL

For construction located at: _____

Occupancy type: _____

Owner of building: _____ Phone # _____

Address of Owner: _____

Name of Contractor: _____ Phone # _____

Address of Contractor: _____

License # _____ Limit _____ Exp. _____

In accordance with the provisions of Section 108 of the Standard Building Code adopted by Bradley County, I hereby appeal to the Construction Board of Adjustment and Appeals for the following:

Signature of Appellant _____

Date: _____