

APPENDIX Q

EXAMPLE LETTER TO PREVENT ILLEGAL DISCHARGES

Date

Owner:

Address:

Re:

PIN:

Dear _____,

It appears the above referenced property is in violation of the Franklin County Unified Development Ordinance (UDO). Specifically, Section _____ states that _____.

You are hereby given ____ days to comply with the UDO or face further code enforcement measures.

You are encouraged to contact our office with any questions or concerns you may have.

Sincerely,

Code Enforcement Officer
Franklin County Planning