

WHOLE-HOME REPAIRS PROGRAM

APPEAL RIGHTS

YOU HAVE A RIGHT TO APPEAL THIS DECISION BY SUBMITTING A WRITTEN APPEAL TO THE LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT. YOU HAVE FIFTEEN (15) DAYS FROM THE DATE OF THE DENIAL LETTER TO SUBMIT YOUR APPEAL.

TO APPEAL YOU MUST DO THE FOLLOWING:

1. SET FORTH THE REASONS FOR YOUR APPEAL IN WRITING. BE SURE TO INCLUDE YOUR CONTACT INFORMATION IN YOUR APPEAL.
2. SUBMIT YOUR APPEAL TO THE LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT BY DOING ONE OF THE FOLLOWING:
 - MAIL TO: MICHELL FENNELL
HOUSING DEVELOPMENT MANAGER
LUZERNE COUNTY COMMUNITY DEVELOPMENT
54 WEST UNION STREET
WILKES-BARRE, PA 18701; OR
 - EMAIL TO michell.fennell@luzernecounty.org

THE LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT WILL CONDUCT A HEARING ON YOUR APPEAL. YOU HAVE A RIGHT TO HAVE COUNSEL REPRESENT YOU AND THE RIGHT TO PRESENT EVIDENCE AND CROSS EXAMINE WITNESSES AT THAT HEARING. YOU CAN PROCEED WITH YOUR APPEAL WITHOUT COUNSEL.

THE HEARING WILL NOT BE STENOGRAPHICALLY RECORDED BUT YOU DO HAVE THE RIGHT TO HAVE A STENOGRAPHER AT THE HEARING TO RECORD THE TESTIMONY AT YOUR OWN EXPENSE. IF YOU NEED AN INTERPRETER ONE WILL BE PROVIDED AT NO COST TO YOU.

THE LUZERNE COUNTY OFFICE OF COMMUNITY DEVELOPMENT WILL ISSUE A WRITTEN DECISION WITHIN FIFTEEN (15) DAYS OF THE HEARING.