



Town of Dartmouth
WATERWAYS MANAGEMENT DEPARTMENT
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RIGHT OF APPEAL TO THE DARTMOUTH WATERWAYS COMMISSION

Any person aggrieved by (or disputing the basis for) any decision, requirement or determination arising out of any Dartmouth Waterways Regulation (“appellant”), may make a reasonable appeal of same to the Dartmouth Waterways Commission. Any appeal must be *received* by the Dartmouth Waterways Commission *within 30 calendar days of the date of notice to the appellant*. Only appeals on a Completed Waterways Appeal Form will be considered.

Any party filing a properly completed Appeal Form to the above address shall be notified of the date and time when the Commission intends to address the appeal. Each party shall have the right to be heard on their appeal. If the appellant does not wish to present evidence or testimony at a hearing before the Commission, a decision may be made on the basis of this appeal form, any documents attached to this form, and the records of the Dartmouth Harbormaster Office. If additional space is required to explain your reason or basis for appeal, please use the back of this appeal form.

➤ **SEND COMPLETED APPEAL FORMS ONLY TO ADDRESS LISTED ABOVE & BELOW** <

APPEAL FORM

Today’s Date: _____ **Date of Letter Appealed:** _____

Appellant’s Name: _____

Mailing Address: _____

City _____ **State** _____ **Zip** _____ **E-mail:** _____

Telephone: (h) _____ **(w)** _____

⇒ **Appellant is Requesting a Hearing before Commission?: YES / NO (← circle one)** ⇐

Appeal is based upon one of the following:

Mooring # _____ **Waiting List Position #** _____ **Other (specify)** _____

BRIEF explanation of why you think action taken by Harbormaster’s Office was incorrect.
Include the **Regulation Number** and/or facts in question or dispute.