



# STOP WORK ORDER APPEAL FORM

**LANGUAGE PREFERRED** ☐ English ☐ Spanish ☐ Chinese ☐ Vietnamese ☐ Amharic ☐ Korean ☐ Other: \_\_\_\_\_

Under Title 12A, DC Municipal Regulations, § 114.11, you have the right to appeal the Stop Work Order on your property. To exercise this right, you must complete and file this form within 15 calendar days after posting of the Stop Work Order. You may email, or hand-deliver this appeal to the Reviewing Official.

Chief Building Official Department of  
Consumer & Regulatory Affairs Inspections  
Division  
1100 4th Street, SW, 4th Floor  
Washington DC 20024 202-442-7867  
Email: Sarah.Thigpen@dc.gov

Within ten (10) working days of the Reviewing Official's receipt of your Appeal Form, the Reviewing Official shall affirm, modify, or reverse the Stop Work Order.

Under Title 12A, DC Municipal Regulations, § 114.11.1 if the Code Official denies or takes no action on your appeal within ten (10) working days of receiving it, you may appeal to the DC Office of Administrative Hearings (OAH). You may hand deliver or mail your written request for a hearing to: Office of Administrative Hearings, One Judiciary Square, 441 4th Street, NW Washington, DC 20001

Please Note: Under Title 12A, DC Municipal Regulations § 114.11.2 The filing of an appeal does not stay the effect of a stop work order.

## INFORMATION

Owner/Agent Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner/Agent Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Owner/Agent Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_  
Address of Stop Work Order: \_\_\_\_\_ Order Date: \_\_\_\_\_

## SIGNATURE

**Under Title 12A, §114.11 DC Municipal Regulations, I appeal the above Stop Work Order.**

Owner's or Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REASON FOR APPEAL

- ☐ DCRA has incorrectly interpreted the true intent of the Construction Code or rules.
- ☐ The Construction Code provisions do not fully apply.
- ☐ An equally good or better form of construction will meet the intent of the Construction Code.

**EXPLANATION:**



**FOR OFFICIAL DCRA USE ONLY**

**Reviewing Official's Decision on Appeal**

Reviewing Official Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**DC INSPECTOR GENERAL HOTLINE:** If you are aware of corruption, fraud, waste, abuse or mismanagement involving any DC government agency, official or program, Contact the Office of the Inspector General (OIG) at (202) 727-0267 or (800) 521-1639 (toll free). All reports are confidential and you may remain anonymous by law. Government employees are protected from reprisals or retaliation by their employers for reporting to the OIG. The information you provide may result in an investigation leading to administrative action, civil penalties or criminal prosecution in appropriate cases.

**NOTICE OF NON-DISCRIMINATION:** In accordance with DC Human Rights Act of 1977, as amended, DC Code Section 2.1401.01 et seq., ("the Act") the District of Columbia does not discriminate on the basis of race, color, national origin, sex, age, marital status, sexual orientation, family responsibilities, matriculation, political affiliation, disabilities, source of income, or place of residence or business. Discrimination in violation of this act will not be tolerated. Violators will be subject to disciplinary action.