



## STATEMENT OF APPEALS COMMITTEE HEARING

### History

On January 8, 2024, Donna Grant and George Grant (the "**Appellants**") as Owner/Applicants of 942 Twin Gables, Harrow, Ontario (the "**Property**") were ordered by Order Reference Number 08-Jan-2024-030, to Cease Operating and Advertising the Property as a Short-Term Rental Unit immediately.

On February 2, 2024, the Appellants as Owner/Applicants of the Property, were issued an Administrative Monetary Penalty by Formal Notice (the "**Formal Notice**"), Reference Number 02-Feb-2024-006, in the amount of \$1,500.00.

On February 9, 2024, by Appeal Request Form (the "**Appeal Request Form**"), the Appellants as Owner/Applicants of the Property, in accordance with s. 7.2 of By-Law 2025, submitted a Request for Appeal to the Formal Notice.

### Grounds for Appeal

By Appeal Request Form, dated February 9, 2024, the Appellants as Owner/Applicants of the Property, Request for Appeal to the Formal Notice on the following ground(s):

- "DISAGREE WITH THE ORDER TO REMEDY REF #08-JAN-2024-30.
- DISAGREE WITH FORMAL NOTICE OF ISSUANCE OF PENALTY (MONETARY) \$1500.00 REFERENCE #02-FEB-2024-006 DATE RECEIVED REGISTERED LETTER JAN 6, 2024 SEC 2.1 A)
- SHORT TERM RENTAL UNIT BY-LAW 2025 DOES NOT APPLY TO OUR PREMISES"

### Convening of Appeals Committee

According to s. 7.4 of By-Law 2025:



## CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8  
p: 519.776.7336 f: 519.776.8811 | [essex.ca](http://essex.ca)

*Where a request for an appeal is received in accordance with subsection 7.2 of this By-Law, a hearing of the Appeals Committee shall be convened, and the Applicant or Licensee shall be provided with reasonable written notice thereof.*

### Reasonable Notice

By this Statement, Donna Grant and George Grant as Owner/Applicants of 942 Twin Gables, Harrow, Ontario, take notice that the Appeals Committee Hearing with regard to the Appeal Request Form will take place at 33 Talbot Street South, Ontario, on **July 16, 2024** at **5:00 PM**.

### Relevant Sections of By-Law 2025

s.1.23	s. 2.0	s. 7.1
s. 7.2	s. 8.0	s. 9.0



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Reference Number  
02-Feb-2024-006

### FORMAL NOTICE

#### Short-Term Rental Unit Licensing By-Law 2025 Issuance of Administrative Monetary Penalty

Name of Person Served with Penalty Notice:  
Grant, Donna & Grant George

Municipal Address or Legal Description of Property:  
942 Twin Gables Dr., Harrow, Ontario N0R 1G0  
CON 1 PT LOT 38

Roll Number:  
3754 610 000 09600 0000

**TAKE NOTICE THAT** the above noted person is liable to pay to the Town of Essex the following administrative penalty(s) for the following reason(s) prescribed in Schedule "E" to By-Law Number 2025 of The Corporation of the Town of Essex:

Infraction	Offence Section	Administrative Penalty
Operating, permitting a Person to operate, or holding themselves out as being licensed without an issued Short Term Rental Unit Licence	Section 2.1 a)	\$1,500.00

**The above noted administrative penalty will, unless cancelled or reduced pursuant to the appeal process, constitute a debit of the person to the Town, and if not paid by March 04, 2024 on which date the administrative penalty shall become due and payable, it may be collected in the same manner as municipal taxes for the above noted property.**

**Appeal** – In accordance with Sections 7.2 and 7.3 of By-Law Number 2025, a person upon whom this penalty notice has been served may make a request to the Appeals Committee within fourteen (14) days after service of the penalty notice is given, using the attached form, setting out the reasons for the appeal. In the event that a request for an appeal is not received, the decision of the Town of Essex shall be deemed to be confirmed.

**Distribution of Order** – Section 10.1 of By-Law No. 2025 permits an order to be served in an approved manner determined by the Officer, including by posting the order on the property or registered mail.

Questions regarding this order should be directed to the Town of Essex By-Law Enforcement Division at 519-776-7336 ext. 1412.

02 FEB 2024  
Date Notice Served

  
Signature of By-Law Enforcement Officer

Personal information contained on this order, collected under the authority of the Municipal Act, 2001, as amended, will be used for enforcement purposes relating to Town of Essex By-Law Number 2025. Questions should be directed to the Clerk of the Town of Essex.



**CORPORATION OF THE TOWN OF ESSEX**

33 Talbot Street South, Essex, Ontario, N8M 1A8

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**Reference Number**

**08-Jan-2024-030**

**ORDER TO REMEDY**

**Violation of Short-Term Rental Unit Licensing By-Law 2025  
Operating/Advertising Without Licence**

Municipal Address or Legal Description of Property:

942 Twin Gables, Harrow Ontario

CON 1 PT LOT 38

Roll Number: #3754 610 000 09600

Name of Owner/Occupant (attach separate list if required)

Grant, Donna AND Grant, George

**TAKE NOTICE THAT** Sections 2.1 a) and 2.2 d) of By-Law Number 2025 of The Corporation of the Town of Essex prohibits all individuals, corporations, partnerships, or associations from operating or advertising a premises as a Short-Term Rental Unit within the boundaries of the Town of Essex without a valid Short-Term Rental Unit Licence issued by the Town of Essex.

**This property has been identified as a Short-Term Rental Unit and is in contravention of By-Law Number 2025 of The Corporation of the Town of Essex.**

**REQUIRED ACTION**

**CEASE OPERATING AND ADVERTISING THIS PROPERTY  
AS A SHORT-TERM RENTAL UNIT IMMEDIATELY.**

There must be compliance with the required action(s) of this order,  
before January 24, 2024.

Failure to do so will result in enforcement action taken against this property, including the issuance of administrative monetary penalties of \$1,500.00 per violation.

**Distribution of Order** – Section 10.1 of By-Law No. 2025 permits an order to be served in an approved manner determined by the Officer.

**For more information on the application process for a Town of Essex Short-Term Rental Licence, please visit [www.essex.ca/STRs](http://www.essex.ca/STRs) or contact the Planning Department at 519-776-7336 ext. 1414. \*All licencing fees may be further amended and designated in the Town's Fees and Charges By-Law from time to time.**

Questions regarding this Order to Remedy should be directed to the Town of Essex By-Law Enforcement Department at 519-776-7336 ext. 1412.

R. Tamminga  
Issuing Officer

Date Order Served 08 January, 2024

  
Signature of By-Law Enforcement Officer

*Personal information contained on this order, collected under the authority of the Municipal Act, 2001, as amended, will be used for enforcement purposes relating to Town of Essex By-Law Number 2025. Questions should be directed to the Clerk of the Town of Essex.*



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p: 519.776.7336 f: 519.776.8811 | [essex.ca](http://essex.ca)

## APPEAL REQUEST FORM

### Town of Essex Appeals Committee

**Property Standards Appeals must be submitted using the Property Standards By-Law Notice to Appeal Form which can be obtained by contacting By-Law Enforcement at [bylaw@essex.ca](mailto:bylaw@essex.ca) or 519-776-7336 ext. 1409.**

The undersigned hereby requested the Appeals Committee of The Corporation of the Town of Essex to consider this application in respect to the following, as amended:

#### Appeals

- ☐ Animal Care and Control By-Law No. 1966
- ☐ Kennel Licensing By-Law No. 2221
- ☒ Short-Term Rental Unit By-Law No. 2025
- ☐ Taxicab Licensing By-Law No. 1052
- ☐ Fortification By-Law No. 2210
- ☐ Tree Management By-Law No. 2205

#### Fee to appeal (Must accompany request)

- ☐ No Fee
- ☐ \$300.00
- ☒ \$150.00
- ☐ \$150.00
- ☐ \$300.00
- ☐ \$300.00

☐ Order provided on \_\_\_\_\_

in regard to \_\_\_\_\_

The undersigned certifies that the information contained herein, on which this request is based, to be true and the owner is aware of this appeal request.

#### Applicant Information

Applicant/Agent: DONNA & GEORGE GRANT  
Address: 942 TWIN GABLES DR  
HARROW ON  
Telephone Number: [REDACTED]

#### Property Owner Information

Owner(s): DONNA & GEORGE GRANT  
Address: 942 TWIN GABLES DR.  
HARROW ON  
Telephone Number: [REDACTED]  
email - [REDACTED]

#### Subject Property Address

942 TWIN GABLES DR.  
HARROW ON

- ① DISAGREE WITH THE ORDER TO  
REMEDY REF # 08-JAN-2024-30
- ② DISAGREE WITH FORMAL NOTICE  
ISSUANCE OF PENALTY (MONETARY) \$1500.00  
REFERENCE # 02-FEB-2024-006.  
DATE RECEIVED REGISTERED LETTER  
JAN 6, 2024  
SEC 2.1 a)
- ③ SHORT TERM RENTAL UNIT BYLAW 2025

DOES NOT APPLY TO OUR PREMISES

For the purposes of the Municipal Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body any information contained in respect to this request for the purposes of processing this request.



Signature of Applicant/Agent

Friday February 9, 2024

Date

**NOTE:** Please attach further information, if required.

**Completed Appeal Request Form will only be accepted as follows:**

By Mail or In-Person to:

Town of Essex

Legal and Legislative Services

33 Talbot Street South, Essex, ON N8M 1A8

By email to:

[clerks@essex.ca](mailto:clerks@essex.ca)

**Appeal Requests will not proceed without payment of the applicable fee.** Cheque or money order is to be made payable to The Town of Essex.