



## STATEMENT OF APPEALS COMMITTEE HEARING

### History

On January 8, 2024, Jaime and Ryan Patillo (the "**Appellants**") as Owners/Applicant of 123 Howe Avenue, Harrow, Ontario (the "**Property**") was ordered by Order Reference Number 08-Jan-2024-020 to cease operating and advertising this property as a Short Term Rental Unit Licence.

On February 2, 2024, the Appellants as Owners/Applicant of the Property, were issued an Administrative Monetary Penalty by Formal Notice (the "**Formal Notice**"), Reference Number 02-Feb-2024-003, in the amount of \$1,500.00.

On April 23, 2024, by Appeal Request Form (the "**Appeal Request Form**"), the Appellant as Owners/Applicant of the Property, in accordance with s. 2.1 a) of By-Law 2025, submitted a Request for Appeal to the Formal Notice.

### Grounds for Appeal

By Appeal Request Form, dated April 22, 2024, the Appellant as Applicant/Owner of the Property, Request for Appeal to the Formal Notice on the following ground(s):

"WE WERE UNAWARE THAT LAW CHANGED IN 2022. WE DID NOT RECEIVE ANY UPDATE IN THE EMAIL OR THROUGH THE TOWN OF ESSEX.

THE 2 REGISTERED LETTERS WERE NOT PICKED UP BECAUSE WE WERE NOT AT OUR HOUSE IN FEB/MARCH AND BY THE TIME I TRIED TO PICK THEM UP, THEY WERE RETURNED.

WE ARE CURRENTLY IN THE PROCESS OF GETTING OUR STRU LICENCE."

### 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, Jaime and Ryan Patillo, Owners/Applicant of 123 Howe Avenue, Harrow, Ontario, take notice that the Appeals Committee Hearing with regard to the Appeal Request Form will take place at 33 Talbot Street South, Essex, Ontario, on **July 16, 2024** at **5:00 PM**.

### Relevant Sections of By-Law 2025

s.1.23	s. 2.1	s. 3.1
s. 7.0	s. 8.0	s. 9.0



RECEIVED

APR 23 2024

## 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
- ☒ Administrative Monetary Penalty

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

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

☐ Order provided on Feb 2, 2024  
in regard to 02-Feb-2024-003

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:

Jaime Patillo

Address:

180 Patillo Rd Tecumseh, ON  
NOR1G0

Telephone Number:



#### Property Owner Information

Owner(s):

Jaime and Ryan Patillo

Address:

180 Patillo Rd, Tecumseh, ON  
NOR1G0

Telephone Number:



#### Subject Property Address:

123 Howe Ave, Harrow, ON NOR1G0



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**Provision(s) of By-Law for Requested Appeal:**

- Violation of Short-term rental Unit By-Law 2025
- operating / Advertising without licence
- Issuance of Administrative Monetary Penalty

**Reason(s) for Appeal:**

- We were unaware that law changed in 2022. We did not receive any update in the mail or through the Town of Essex
  - The 2 registered letters were not picked up because we were not at our house in Feb/March and by the time I tried to pick them up, they were returned.
  - We are currently in the process of getting our STR Licence.
- 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



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.



Reference Number  
02-Feb-2024-003

## FORMAL NOTICE

### Short-Term Rental Unit Licensing By-Law 2025

### Issuance of Administrative Monetary Penalty

Name of Person Served with Penalty Notice: Ryan & Jaime Patillo
Municipal Address or Legal Description of Property: 123 Howe Ave, Harrow, Ontario N0R 1G0 PLAN 1507 PT LOT 2
Roll Number: 3754 640 000 02200 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.

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

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.*



Reference Number  
02-Feb-2024 003

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

Name of Person Served with Penalty Notice: Ryan & Jaime Patillo
Municipal Address or Legal Description of Property: 123 Howe Ave, Harrow, Ontario NOR 1G0 PLAN 1507 PT LOT 2
Roll Number: 3754 640 000 02200 0000

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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.

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.





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**Reference Number**

08-Jan-2024-020

**ORDER TO REMEDY**

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

Municipal Address or Legal Description of Property:

123 Howe Ave. Harrow, Ontario. N0R 1G0

PLAN 1507 PT LOT 2

Roll Number: 3754 640 000 02200 0000

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

Ryan & Jaime Patillo

**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<sup>th</sup>, 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. 1409.

Jan 08-24

Date Order Served

M. Diemer

Issuing Officer

[Signature]

Signature of By-Law Enforcement Officer

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