

Appeal of Watering Restriction Violation

If you have received notice of violating Ordinances No. 895-D and No. 662-F, Drought Contingency/Emergency Water Management Plan and you feel you have received this notice of violation in error, you may appeal to the City of Southlake Watering Restrictions Enforcement Team.

Appeals must be made in writing by completing this form in entirety and submitting the form to:

City of Southlake, Public Works Department, Attn: Water Warning Appeal, 1400 Main St., Suite 320,
Southlake, TX 76092

Appeals made to the City of Southlake will be reviewed by the Watering Restrictions Enforcement Team. A decision on whether to waive the notice of violation will be sent within 10 business days in writing to the mailing address provided below.

Please Print **required*

*Name of Person Appealing _____

Name of Property Owner/Responsible Party (if different) _____

*Property Address _____

Mailing Address (if different) _____

Phone Number _____ Email _____

*Violation Type Listed by the Officer (please check all that apply)

☐ Watering between the hours of 10 am and 6 pm ☐ Watering on a restricted day ☐ Causing Water Waste

*Describe the Reason for the Appeal:

☐ **Power Failure:** Please Provide date of power failure. _____
*Please attach a record from your Power Provider

☐ **Installing New Sod:** Establishing new turf is **highly discouraged** at this time.
*Please check that you have applied for a Landscaping Material Watering Exemption Request, which can be done at <https://bit.ly/3SI4Frb>

- Sod may be watered any day of the week before 10 AM or after 6 PM for the first 30 days while it is being established.
- After that, the twice per week watering schedule set forth in this stage applies.

☐ **Other:** _____

Signature of Applicant _____

Office Use Only

Date Received: _____ Date Reviewed: _____

☐ Approved ☐ Denied; Reason _____

Signature of Reviewer(s)