



February 1, 2022

Via Email: [sheiladscott@hotmail.com](mailto:sheiladscott@hotmail.com)

Sheila Scott  
118 Royalty Road  
Charlottetown, PE C1E 3E1

Dear Ms. Scott:

**RE: Appeal #LA22-03 – Sheila Scott v. City of Charlottetown**

The Island Regulatory and Appeals Commission has received the Notice of Appeal that you filed against a decision of City of Charlottetown with respect to an occupancy permit issued for 11-13 Essex Crescent, being City of Charlottetown File No. 1127984.

The Commission has requested a copy of the file material from the City. A copy of the written material relevant to this appeal will be forwarded to you as soon as it is received.

Any questions or concerns can be directed to myself by telephone at 902-892-3501 or email at [pjrafuse@irac.pe.ca](mailto:pjrafuse@irac.pe.ca)

Yours truly,

  
Philip J. Rafuse  
Appeals Administrator