

COMPLAINT FORM

(Instructions on back of form)

SECTION 1

TYPE OF COMPLAINT: check type(s) of complaints

- | | |
|---|---|
| <input type="checkbox"/> Work w/o Permit | <input type="checkbox"/> Wetland Disturbance/Fill |
| <input type="checkbox"/> Failed Septic System | <input type="checkbox"/> Structure(s) in setbacks |
| <input type="checkbox"/> Illegal Sign(s) | <input type="checkbox"/> Working beyond scope of Permit |
| <input type="checkbox"/> Junkyard | <input type="checkbox"/> Cutting in Shoreland |
| <input type="checkbox"/> Illegal Use | <input type="checkbox"/> Illegal Dwelling |

Other (please explain): _____

(More space on back of page)

SECTION 2

Location of, or for Complaint: _____

SECTION 3

Property Owner or Alleged Violator: _____

Home Phone: _____ Cell Phone: _____ Other: _____

SECTION 4

Person Making Complaint: _____
(Name) – Do not complete if you would like to remain anonymous.

(Contact Information) _____ (Date) _____

OFFICE USE ONLY

Date of Site Inspection: _____ Date of Contact w/Alleged Violator: _____

Decision: _____

NO VIOLATION

VIOLATION FOUND AND RESOLVED

ENFORCEMENT REQUIRED

NUMBER OF DAYS FROM COMPLAINT RECEIVED TO DECISION: _____ DAYS

Code Enforcement Officer Signature: _____

How to File a Code Complaint

The Code Enforcement Department is responsible for responding to code enforcement complaints. To simplify this process, we have developed the Complaint Form. We need information in the first two sections to investigate – what do you want us to investigate, and where is it located? Without this information we can't do anything. If you think you know who is responsible for the problem, it would be helpful if you would complete the 3rd section. If you would like us to follow up with you personally, please provide your name and contact information. If you want to remain anonymous, that's OK, but we will not be able to follow up with you.

Once completed, you can submit the form by email, posted mail, or drop it off at the Town Hall.

Email addresses: ehuppe@yorkmaine.org

Mailing Address: Town of York
Code Enforcement Department
186 York Street
York, ME 03909

Any questions? Emmelyn can be reached at 207-363-6048