

General Complaint Form

Complainant Info:

Name: _____ Telephone#: _____
Address: _____

Complaint Info:

Location of complaint: _____
Description of complaint:* _____

*Continue on back if more space is needed.

I hereby give permission for Township Officials to enter upon my property for the sole purpose of investigating the above complaint.

Signature: _____ Date: _____

This complaint is to remain anonymous for the purpose of public records:

YES: NO: or NO PREFERENCE:

For Zoning Office Use Only:

GC#: _____ VC#: _____

Investigation Info:

Date received by zoning official: _____ Site Inspection Date: _____
Parcel ID#: _____ Subject Name: _____
Mailing address: _____
ZO Observations: _____

Follow Up Info:

| Type(s) of Contact: | Date Sent: | Response Date: (if any) |
|--|------------|--|
| <input type="checkbox"/> Written warning - (Courtesy Notice Letter) | _____ | _____ |
| <input type="checkbox"/> Formal Notice – (Notice of Violation-NOV) | _____ | _____ |
| <input type="checkbox"/> Second Formal Notice – (NOV Letter) | _____ | _____ |
| <input type="checkbox"/> MCI Process Notification Letter – (3 rd NOV) | _____ | _____ |
| <input type="checkbox"/> SBT Attorney Notification & MCI ticket | _____ | _____ |
| <input type="checkbox"/> Violation Abatement Plan (VAP) | _____ | _____ |
| <input type="checkbox"/> Follow-up site inspection for resolution | _____ | Resolved? YES <input type="checkbox"/> NO <input type="checkbox"/> |