

COMPLAINT FORM

(Instructions on back of form)

SECTION 1

TYPE OF COMPLAINT: check type(s) of complaints

Work w/o Permit

Wetland Disturbance/Fill

Failed Septic System

Structure(s) in setbacks

Illegal Sign(s)

Animal Smells/Issues

Junkyard

Working beyond scope of Permit

Illegal Use

Cutting in Shoreland

Illegal Dwelling

Other: _____

Additional Remarks: _____

(More space on back of page)

SECTION 2

Location of, or for Complaint: _____

SECTION 3

Property Owner or Alleged Violator: _____

SECTION 4

Person Making Complaint: _____

(Name) - Don't complete if you would like to remain anonymous.

(Contact Information)

(Date)

*****OFFICE USE ONLY*****

MAP/LOT:

Date of Site Inspection: _____ **Date of Contact w/alleged violator:** _____

Decision: _____

NO VIOLATION VIOLATION FOUND AND RESOLVED ENFORCEMENT REQUIRED

How to File a Code Complaint

The Community Development 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 in order 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: charman@yorkmaine.org

Mailing Address: Town of York
Community Development Department
186 York Street
York, ME 03909

Any questions? Catherine can be reached at 207-363-1002.

Additional Remarks (cont)