

COMPLAINT FORM

Please complete this form and return

Provide as many relevant details as possible.

COMPLAINT TYPES (Check all that apply)

<input type="checkbox"/>	Garbage/Debris	<i>Yard debris including household garbage, furniture, appliances and misc. junk.</i>
<input type="checkbox"/>	Graffiti	<i>Graffiti on buildings, fences, walls, etc.</i>
<input type="checkbox"/>	Right of Way Violation Obstruction	<i>Blocking a pedestrian path, broken sidewalks, collapsed retaining walls, modifications of grade, basketball hoop, skateboard ramp, pile of materials or buildings in the right of way, vegetation obstruction, snow obstructing sidewalks, plowing snow into the right of way.</i>
<input type="checkbox"/>	Substandard Building	<i>Substandard includes broken or missing doors or windows, fire damage, leaning walls, sagging or holes in the roof.</i>
<input type="checkbox"/>	Vegetation Fire Hazard	<i>Tall, dry vegetation during hot, dry weather and fire hazard season has been declared.</i>
<input type="checkbox"/>	Zoning Violation	<i>Parking in the front yard, illegal home business, continuous yard sales, living in a camper or RV, sign code violations and building setback violations.</i>

VEHICLE COMPLAINT TYPES (Check all that apply)

<input type="checkbox"/>	Abandoned Vehicle (on the street): <i>Vehicle without a known owner and that appears inoperable.</i>	<input type="checkbox"/>	Junk Vehicle: <i>Junk vehicles on private property or on the street, Junk vehicle criteria: at least three (3) years old, extensively damaged, apparently inoperable.</i>
<input type="checkbox"/>	Parking Too Close to Driveway, Crosswalk, Stop Sign, Alley, Etc. or Against Signage: <i>Parking in, in front of, or in too close proximity to a driveway, alley, stop sign, crosswalk, fire hydrant, bicycle lane, etc. or stopping, standing or parking where official.</i>	<input type="checkbox"/>	Disabled Parking/Placard Abuse: <i>Unauthorized use, improper display, or lack of a disabled placard/plate in a marked disabled stall or making the access aisle inaccessible.</i>
<input type="checkbox"/>	Wrong Direction Parking: <i>Parking a vehicle against the flow of traffic.</i>	<input type="checkbox"/>	Parking in Alley: <i>Parking in an alley in a manner that obstructs traffic or otherwise does not adhere to regulations.</i>
<input type="checkbox"/>	Registration Violation: <i>Parking a vehicle on the street with registration tabs improperly displayed or expired for more than 45 days.</i>	<input type="checkbox"/>	Non-Passenger Vehicle in Residential Zone: <i>Parking a motor home, trailer, camper, watercraft, or other non-passenger vehicle in a residential zone.</i>
<input type="checkbox"/>	Continuous Parking: <i>Parking continuously on a block face for more than 24 hours.</i>	<input type="checkbox"/>	Other: <i>To report a violation that is not listed, please complete "Additional Comments" on the next page.</i>

ADDRESS COMPLAINT IS LOCATED AT

CONTINUE ON NEXT PAGE

COMPLAINANT INFORMATION

A SIGNED COMPLAINT FORM IS NECESSARY BEFORE CODE ENFORCEMENT OR PARKING SERVICES CAN INVESTIGATE, UNLESS A LIFE THREATENING ISSUE EXISTS. **ANONYMOUS COMPLAINTS ARE NOT ACCEPTED.**

Print Your Name: _____ Phone Number: _____

Your Address: _____ City & ZIP: _____

Your Signature: _____ Date of Submittal _____

Confidentiality preference: Disclosure of information revealing your identity will depend on application of the public disclosure law, other applicable statutes and whether the complaint is criminally prosecuted. Please initial in the space that indicates whether you desire information revealing your identity be disclosed. Failure to initial will result in information being subject to disclosure.

By checking Do Not Disclose I am indicating that the disclosure of my name would endanger my life, physical safety or property.

initial: _____ **DO NOT DISCLOSE** _____ **YOU MAY DISCLOSE**

The violation must be visible from the public right of way, or you must indicate that you would like us to contact you for permission to view the site from your property.

I give you permission to view the site from my property: Yes No

I request that an acknowledgement of this complaint be sent:

by email to _____

by mail to _____

VEHICLE COMPLAINT	Vehicle #1 Information	VEHICLE COMPLAINT	Vehicle #2 Information
MAKE:		MAKE:	
MODEL:		MODEL:	
LICENSE #:		LICENSE #:	
COLOR:		COLOR:	
OTHER DESCRIPTION:		OTHER DESCRIPTION:	

COMPLAINT SUMMARY/ADDITIONAL INFORMATION

How long has the violation existed? _____

Property Occupant (if known): _____

Additional Comments: