

CODE VIOLATION COMPLAINT
City of Waitsburg

147 Main St. P.O. Box 35
Waitsburg, WA 99361
Phone 509-337-6371 FAX 509-337-8089

To report a complaint about a building, land use, fire or environmental code violation, please complete the following form to the best of your ability. The more specific your information, the better we will be able to process your complaint.

Property Owner's Name: _____

Location of property you are reporting: _____

Occupant, if not the property owner: _____

Details of Complaint

Select the violation activity that best describes your complaint:

- | | |
|--|--|
| <input type="checkbox"/> Construction without permits | <input type="checkbox"/> Operation of an illegal business |
| <input type="checkbox"/> Accumulation of junk and debris | <input type="checkbox"/> Dangerous buildings or conditions |
| <input type="checkbox"/> Substandard housing | <input type="checkbox"/> Work in sensitive areas (streams, wetlands, slopes) |
| <input type="checkbox"/> Animal control | <input type="checkbox"/> Other (please explain below) |

On the back of this form, include a legible site map, directions to the property and indicate direction with a north arrow.

Contact Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Signature: _____ Do you wish to remain confidential? YES

City of Waitsburg staff will respond to complaints in a timely manner; however, the expediency of a response will depend on the degree of the complaint, workload and resource availability.

CITY USE ONLY

Date Received: _____ Received By: _____