



COMPLAINT FORM

PLEASE READ: Submission of this form to the Planning Department will initiate an investigation of the complaint by the County Ordinance Enforcement Officer. If the Ordinance Enforcement Officer determines the complaint is unfounded, or does not constitute a violation, no further action will be taken with regard to the complaint by the Planning Department. Complainant information is kept confidential unless the complaint and/or property is involved in any form of legal action.

SUBMITTAL OF THIS FORM DOES NOT CONSTITUTE A VALID VIOLATION, NOR GUARANTEE RESOLUTION OUTSIDE OF THE PARAMETERS OF APPLICABLE PENNINGTON COUNTY ORDINANCES.

Name of Complainant: _____ Phone #: _____

Location of Complaint: _____

Building w/o Permit Illegal Use CUP Violation _____
(CUP #: _____)

Description of Complaint: _____

Property Owner: _____ Tax ID: _____

OFFICE USE ONLY

Complaint Received By: _____ Date: _____

Complaint Finding: Unfounded Verified / Valid

Explanation of Unfounded Finding: _____

Action(s) Taken on Verified / Valid Complaint: _____

Case Open Date: _____

Case Closed Date: _____

Referred To: _____

Date Referred: _____