

REQUEST FOR COMPLAINT INVESTIGATION**COMPLAINT NO.:** _____**DATE RECEIVED:** _____**Bureau of Development ONLY**

PLEASE PRINT LEGIBLY AND FILL OUT FORM COMPLETELY. INCOMPLETE FORMS WILL NOT BE RESPONDED TO AND WILL BE DESTROYED

This form shall be completed for all filings of complaints **regarding issues pertaining to building, property maintenance or zoning codes ONLY**. The person or persons filing the complaint shall understand that by signing and/or attesting to the information contained herein may be asked and/or summoned by subpoena to provide testimony in a court of law. Accordingly, the Township can only respond if the following information is provided accurately and completely. Please provide the complainant's complete address, including the city, state and zip code, phone number and email. Incomplete or unsigned forms will not be accepted or investigated.

ALL WRITTEN COMPLAINTS ARE NOT PUBLIC RECORD IN ACCORDANCE WITH THE RIGHT TO KNOW LAW P.S. §67.708.17(I).

COMPLAINANT NAME: _____ **DATE:** _____

COMPLAINANT ADDRESS: _____ **PHONE:** _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____ **EMAIL:** _____

COMPLAINANT SIGNATURE: _____

THE SUBJECT OF THIS COMPLAINT IS:

PROPERTY OWNER NAME (IF KNOWN): _____

ADDRESS OR LOCATION OF SUBJECT PROPERTY - BE AS DETAILED AS POSSIBLE:

RELATIONSHIP OF COMPLAINANT'S PROPERTY TO SUBJECT PROPERTY: _____

DESCRIPTION OF COMPLAINT. PLEASE BE AS DETAILED AS POSSIBLE. USE REVERSE SIDE AND ATTACH PHOTOS IF NECESSARY:

Can the alleged code violation be viewed from a public right-of-way?YES ☐ NO ☐

Is the Township investigator permitted on your property to view and/or take pictures of the alleged code violation? YES ☐ NO ☐

SEND COMPLETED FORM TO: Whitehall Township 3219 MacArthur Road, Whitehall, PA 18052; Attention: Development/Codes/Zoning

PLEASE BE ADVISED!

ALL COMPLAINTS ARE ASSIGNED BASED UPON THEIR PRIORITY AND HEALTH SAFETY AND WELFARE STATUS. IF THE DEVELOPMENT BUREAU DOES NOT REGULATE THE ISSUE THE COMPLAINT WILL BE REJECTED AND MARKED AS COMPLETE. COMPLAINTS REGARDING OTHER ISSUES MUST BE DIRECTED TO THE APPROPRIATE TOWNSHIP DEPT.

WHITEHALL TOWNSHIP DOES NOT DISCRIMINATE AGAINST PERSONS BASED UPON RACE, COLOR, NATIONAL ORIGIN, RELIGION, SEX, DISABILITY, OR FAMILIAL STATUS, AND REVIEWS ALL COMPLAINTS RECEIVED IN ACCORDANCE WITH FEDERAL CIVIL RIGHTS STATUTES. COMPLAINTS MADE ON THE BASIS OF BIAS AND STEREOTYPES CONCERNING PERSONS WITHIN THESE PROTECTED CLASSES WILL NOT BE TAKEN INTO CONSIDERATION.