



Town of Cicero – Department of Zoning and Planning

8236 Brewerton Road, Cicero, New York 13039

Phone: 315-699-2201 Fax: 315-699-2265

CODE ENFORCEMENT COMPLAINT FORM

DATE: _____ RECEIVED BY: _____

COMPLAINANT: (YOUR NAME AND SIGNATURE ARE REQUIRED AND MUST BE COMPLETED)

NAME: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

DAYTIME TELEPHONE: _____

SIGNATURE AUTHORIZATION TO ENTER **YOUR PROPERTY** TO INVESTIGATE COMPLAINT:

SIGNATURE OF COMPLAINANT: _____

Location of Complaint: _____

Property Address: _____

Is this a neighbor? YES _____ NO _____

Nature of Complaint Check box(es) below

- Building Condition Unregistered Vehicle Weeds/Tall Grass
- Junk Unsafe Structure Sign Issues Zoning Other

DETAILED DESCRIPTION OF COMPLAINT:

Can this violation be seen from the road? YES _____ NO _____

If not, what is the best location to see the violation? _____

CODE ENFORCEMENT OFFICER REVIEW:

INSPECTING CODE OFFICER: _____ DATE: _____

FIELD INVESTIGATION FINDINGS:

RECOMMENDATIONS BY INVESTIGATING OFFICER:

PROPERTY OWNER NOTIFIED DATE: _____

COMPLAINANT INFORMED DATE: _____

DATE VIOLATION CLOSED/MUNICIPALITY DATE: _____