



Town of Black Mountain Citizen Complaint Form

Please print responses in blue or black ink or typewrite. If not applicable, mark N/A.

COMPLAINT INFORMATION

A. Location (Street Address or closest intersection):

B. Complaint Submitted by: _____

Address: _____

Tel. No.: _____ Fax No.: _____ E-Mail: _____

Would you like to receive a follow up on your complaint? [] Yes [] No

C. Summary of Complaint:

FOR OFFICE USE ONLY

Complaint Taken by: _____ Date: _____

Complaint Referred to: _____ Date: _____

TYPE OF VIOLATION: (CHECK ALL THAT APPLY)

TOWN CODE (submit to Planning & Development Services)		TOWN CODE (submit to the Building Code Department)	
<input type="checkbox"/>	Unauthorized Signs	<input type="checkbox"/>	Unsafe Structures
<input type="checkbox"/>	Stormwater Runoff	<input type="checkbox"/>	Storage of inoperable vehicles or vehicle parts
<input type="checkbox"/>	Dumpsters	<input type="checkbox"/>	Public Nuisances
<input type="checkbox"/>	Tall grass and weeds	<input type="checkbox"/>	Abandoned or Junk Vehicle
<input type="checkbox"/>	Setbacks	<input type="checkbox"/>	Abandoned Structure
<input type="checkbox"/>	Junk, trash and debris	<input type="checkbox"/>	Working without a permit
<input type="checkbox"/>	Other _____	<input type="checkbox"/>	Other _____

VIOLATION STATUS:

Date Investigated: _____ **Complaint Valid:** [] Yes [] No **Applicant Contacted:** [] Yes [] No

ACTION:

Case File Opened: Please refer to file # _____

Referred to another Department/Party: _____ Date: _____

Inspector Use Only:

Inspector Signature: _____ Department: _____ Date: _____

Town of Black Mountain

160 Midland Avenue ♦ Black Mountain ♦ North Carolina ♦ 28711 ♦ Phone: 828-419-9300 ♦ Fax: 828-669-2030