



**COMMUNITY DEVELOPMENT**  
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Building Division  
Engineering Division  
Planning Division  
Code Enforcement

## CODE ENFORCEMENT COMPLAINT FORM

**ANONYMOUS COMPLAINTS WILL NOT BE ADDRESSED OR ACCEPTED**

Date: \_\_\_\_\_

Your Name (Required): \_\_\_\_\_

Address (Required): \_\_\_\_\_

Phone (Required): \_\_\_\_\_

### LOCATION OF VIOLATION:

Street Address: \_\_\_\_\_

Assessor's Parcel Number (APN): \_\_\_\_\_

General Location: \_\_\_\_\_

### NATURE OF VIOLATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Once your complaint is filed, an initial inspection will generally be conducted within two business days; however, the entire process may take several weeks to come to resolution.

Please be as detailed as possible. By providing your name, address and telephone number, you may be able to assist the Code Enforcement Officer in investigating and taking action on the complaint. **Your information will not be given to the violator.** You will not be contacted unless additional information is needed and you will not be provided the outcome of this issue.

The County can only enforce violations of Douglas County Code. Douglas County cannot enforce private Codes, Covenants and Restrictions (CC&R's). CC&R violations are private matters between the parties involved.

**Signature:** \_\_\_\_\_