VILLAGE OF CENTRAL SQUARE

3125 East Ave, PO Box 509, Central Square, NY 13206
Code Enforcement Office
Phone: (315) 668-2558
Email: codes@villageofcentralsquare-ny.us

Code Enforcement Complaint Form

Instructions: For your complainant to be accepted, you must fill in all questions completely. It is important that you supply as much detail as possible, leaving no area blank. If you have any questions, please call the code enforcement office.

Date: _____

Address of Violation (*be specific*): _____

_____

Nearest cross street: _____

Residents Name (*if known*): _____

Owner of Property: _____

Address of Property Owner: _____

Violation Type: _____

Use ❑ Sign ❑ Junk or Trash ❑ Building Condition ❑
Setback ❑ Weeds ❑ Property Maintenance ❑ Abandoned Auto ❑

Other ❑ (Specify): _____

_____

Describe Violation: _____

_____

_____

What impact does this have on you or your neighborhood? _____

_____

_____

Are there ANY known or suspected hazards at this location? (*IE: dangerous animals, unstable residents, criminal activity, etc*.)

Yes ❑ No ❑ Unknown ❑

If yes, please identify the hazard in detail: _____

_____

_____

Can the violation be seen from the road? Yes ❑ No ❑

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

_____

Is the complainant a neighbor? Yes ❑ No ❑

The complainant gives the Code Enforcement Officer permission to use their property for viewing the violation: Yes ❑ No ❑
If not. Why? _____

_____

Will you, the complainant, testify in court should the need arise? Yes ❑ No ❑ (Note: your complaint may not be able to be acted upon without you being able to testify.)

If you have photographs, or other related information that can be used as evidence of this violation, please submit them with this complaint. The submitted documentation will not be returned and will become part of the complaint file.

COMPLAINANT: (Your name and Signature is required and must be completed.)

Name: _____

Address: _____

City/State/Zip: _____

Daytime Telephone: _____

Signature **X** _____

Thank you for your concern. Make the Village of Central Square a better place to live.