

UPSHUR COUNTY SAFE STRUCTURES & SITES ORDINANCE

COMPLAINT FORM

The following citizen complaint is made pursuant to the Upshur County Safe Sites and Structures Ordinance:

- 1) Name of Complaining Party: _____
- 2) Address of Complaining Party: _____
- 3) Telephone Numbers of Complaining Party: Home: _____
Cell: _____
- 4) Name(s) of Offending Party (person who has violated Ordinance):

- 5) Address of Offending Party: _____
- 6) Telephone Number of Offending Party (if known): _____
- 7) Address of Property where violation is taking place:

- 8) The Complaining Party states that the offending party has violated the Upshur County Ordinance in the following manner: **(Please check all that apply)**
 Accumulation of Debris Dilapidation
 Toxic Condition Fire Hazard
 Overgrown Vegetation
 Other conditions which cause the dwelling or building to be unsafe, unsanitary, dangerous or detrimental to public safety and welfare described as follows:

I affirm that the conditions described above currently exist to the best of my knowledge and belief.

Complaining Party Signature

Date Signed

Form Approved: **November 16, 2023**

For Office Use Only

Complaint Received By: _____ Date: _____

Date Reviewed By Board: _____

Approved: _____

Rejected: _____

Return Completed form to: **Safe Structure and Property Enforcement Agency at: 91 West Main Street, Buckhannon, WV 26201**