



PROPERTY MAINTENANCE COMPLAINT FORM INSPECTION REQUEST

CITY OF WAYNESBORO, BUILDING & ZONING DEPARTMENT

Reference City Code Chapter 38

A.) SITE INFORMATION:

Physical Address: _____

Property Owner of Record: _____ Phone #: _____

Owner's Mailing Address (if different): _____

B.) PROPERTY DESCRIPTION:

- Commercial Use Industrial Use Vacant Land Vacant Structure
- Single Family Residential Use Multi-family Residential Use Owner occupied Tenant occupied (rental)

C.) GENERAL DESCRIPTION OF CONCERN: (check all that apply)

- High Grass Inoperative Vehicle Unsafe Structure Trash/Debris
- General Nuisance Minimum Housing Zoning

Specific description: _____

C.) INSPECTION REQUESTED BY:

The names, addresses and phone numbers of complaints furnished in confidence with respect to an investigation of individual zoning, property maintenance or building code complaints made to a local governing body are excluded from the provisions of the Virginia Freedom of Information Act but may be disclosed by the record custodian at their discretion except where such disclosure is prohibited by law.

- Concerned Citizen Tenant/Lessee City Official Anonymous

Name: _____

Address: _____

Phone Number: _____ Date of Request: _____

FOR OFFICE USE ONLY:

Case History: Yes No

Case Number: _____ Inspector: _____ Date of initial inspection: _____

Inspection Results: _____

