

ENVIRONMENTAL HEALTH NUISANCE COMPLAINT INVESTIGATION RECORD

Part I – Intake Information

DATE/TIME _____ RECEIVED BY _____

PHONE CALL ___ LETTER ___ IN PERSON ___ ELECTRONIC ___

NAME OF COMPLAINANT _____ PHONE _____

ADDRESS _____

Part II – Complaint

NATURE OF COMPLAINT _____

LOCATION OF NUISANCE: ADDRESS _____

AND/OR SECTION _____

TOWNSHIP _____

NAME OF OWNER AND/OR OCCUPANT OF PREMISES INVOLVED IN COMPLAINT:

Part III – Findings

DATE _____ TIME _____

FINDINGS OF INITIAL INVESTIGATION:

DATE(S) AND FINDINGS OF FOLLOW-UP INVESTIGATION(S): _____

ORDINANCE OR STATUTE VIOLATED _____

ACTION TAKEN: _____ Unsubstantiated, no further follow-up. Reason _____

_____ Referred to _____

_____ Public Health Nuisance Abatement Order issued, Date _____

_____ Other _____

Designee (Inspector)

Designee (Inspector) Title