

# TOWN OF GREAT VALLEY, BUILDING & PROPERTY MAINTENANCE COMPLAINT FORM

Town of Great Valley Code Enforcement Department  
Great Valley Town Hall – PO Box 427, 4808 Route 219  
Great Valley, New York 14741

(716) 945-4200, ext. 102

fax# (716) 945-0230

[gvcodoffice@gmail.com](mailto:gvcodoffice@gmail.com)

(THIS FORM CAN BE MAILED, FAXED OR EMAILED)

Please use this form to report any possible zoning or property maintenance violation(s) you observe. Complaints will be investigated upon receipt of a signed and complete complaint alleging a violation of the zoning, building or property maintenance law or regulations.

Please note: In the absence of a signed complaint or completely filled out complaint form, a concern will be acted upon at the discretion of the Code Enforcement Officer. It is a strict policy of this Department that all information associated with the complainant will remain totally confidential.

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

Name, address, phone number and e-mail of Person Registering the complaint:

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

Signature of Complainant: \_\_\_\_\_

Location /Address of Complaint: \_\_\_\_\_

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

Description of Complaint: \_\_\_\_\_

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

## OFFICE USE ONLY

Signature of Code Enforcement Officer: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_ Date Complaint confirmed : \_\_\_\_\_

ACTION TAKEN     LETTER     NOTICE OF VIOLATION     SUMMARY CITATION

FOLLOW UP \_\_\_\_\_ RESOLVED \_\_\_\_\_