



CHELAN COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
 316 WASHINGTON STREET, SUITE 301, WENATCHEE, WA 98801
 TELEPHONE: (509) 667-6225 FAX: (509) 667-6475

CODE VIOLATION CASE REQUEST FORM

Complainant: _____
 Name: _____
 Address: _____
 Phone: _____

Signature: _____ **Date:** _____

Chelan County makes no representations that complaints will be kept confidential. Complaints filed are subject to public disclosure laws such as RCW 42.56 and Chelan County Code, Chapter 1.376.

**INCOMPLETE INFORMATION MAY DEEM YOUR REQUEST INVALID,
 AND WILL RESULT IN NO ENFORCEMENT ACTION**

1. Name of property owner (alleged violator): _____
2. Location/Address of alleged violation (include City):

3. Describe nearby landmarks:

4. List adjacent/across addresses: _____
5. Assessor's parcel number: _____
6. Description of alleged violation/complaint:

7. When did this alleged violation occur? _____
8. Is the alleged violation visible from the county road/private road/highway/easement? _____
 Attached are pictures or supplemental information of alleged violation.
9. May we have permission to access your property to obtain documentation in the event that the property is not visible from public roads? _____
10. Have you discussed the alleged violation with the occupant/property owner? _____
11. Have you filed a previous complaint regarding this situation? If so, when?

Ⓞ FOR OFFICIAL USE ONLY Ⓞ

Received By & Date:	Case Type: <input type="checkbox"/> Cannabis <input type="checkbox"/> Critical Areas <input type="checkbox"/> Junk/Vehicles <input type="checkbox"/> No Building Permit <input type="checkbox"/> Shoreline <input type="checkbox"/> Vacation Rentals <input type="checkbox"/> Zoning
Complaint Received Via: <input type="checkbox"/> In-person <input type="checkbox"/> Mail <input type="checkbox"/> E-mail <input type="checkbox"/> Phone Call <input type="checkbox"/> Fax	
Additional Comments:	

VICINITY MAP

Provide written driving directions and a map to assist the Inspector in locating the subject property.

Vicinity map must show:

- (1) Location of property
- (2) Directional arrow indicating North
- (3) Any adjacent property addresses
- (4) Any landmarks adjacent to subject property
- (5) Nearest intersecting roadways; if applicable, include one major highway

Driving Directions:

ATTACH A LOCATION MAP or SKETCH BELOW