



GLEN ARBOR TOWNSHIP
Attn: Zoning Administrator
PO Box 276
Glen Arbor, MI 49636
staff@allpermits.com

ZONING COMPLAINT OF VIOLATION FORM

Please read this form in its entirety before completing. Failure to provide the requested information and signature may result in denial of your requested investigation into the complaint. It is suggested you first contact the person about whom you have a complaint to see if a settlement can be reached.

I. Complainant Information (information about you)

YOUR NAME: (Last, First, Middle Initial)		E-MAIL ADDRESS:	
YOUR PHYSICAL ADDRESS:		CITY:	STATE: ZIP CODE:
Preferred Method of Contact: <input type="checkbox"/> Telephone <input type="checkbox"/> Postal Mail <input type="checkbox"/> E-Mail		TELEPHONE NUMBER:	DATE:

II. Complaint Information (who the complaint is against)

NAME OF INDIVIDUAL COMPLAINT IS REGARDING:		TELEPHONE NUMBER:	
PHYSICAL ADDRESS OF SUSPECTED VIOLATION:		CITY:	STATE: ZIP CODE:
DESCRIPTION OF SUSPECTED VIOLATION OF THE GLEN ARBOR ZONING ORDINANCE:			
Have you contacted the individual regarding your complaint? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, what was the result? (Please provide copies of any documents related to the above complaint):			

I understand this form is a public record under 1976 PA 442, the Freedom of Information Act, and that the Township may be sending a copy of this form to the person complained against with required redactions.

YOUR SIGNATURE:	DATE:
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ACTIONS OF THE ZONING ADMINISTRATOR

Complaint Number: _____

1. Review of the complaint indicates:

- _____ No violation of the provisions of the Glen Arbor Zoning Ordinance.
- _____ There may be a violation of the following provision of the Glen Arbor Zoning Ordinance (cite as appropriate):

2. Inspection of premises indicates:

- _____ No violation of the provisions of the Glen Arbor Zoning Ordinance.
 - _____ Violation(s) of the following provision of the Glen Arbor Zoning Ordinance:

- Date(s) of inspection: _____

3. Action(s) on complaint:

- _____ No enforcement action taken as no violation was found. Complainant was notified that no violation was found.

Date of Notification: _____ Notified via: _____
- _____ Actions taken on the following dates: _____

Type of actions taken:

File Closed: _____

Zoning Administrator (Signature)

Date