COM_____

Town of Lake Lure

ACTION REQUEST FORM

Please print responses in blue or black ink or typewrite. If not applicable, mark N/A.

COMPLAINT INFORMATION

A. Location (Street Address)**:**_____

　　Tax PIN_____　　　　**Vacation Rental? YES/NO**

B. Complaint Submitted by: _____

　Address: _____

　Tel No.: _____ Fax No.: _____ E-mail: _____

C. Summary of Complaint:

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Notes:

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FOR OFFICE USE ONLY:

Complaint Taken By: _____ Date: _____

Complaint Referred To: _____ Date: _____

NATURE OF COMPLAINT: (CHECK ALL THAT APPLY)

Submit to Community Development Dept	Submit to Police Dept
Unauthorized Development/ Site Improvements	Noise
Unauthorized Activity in a Residential District	Littering
Unauthorized Outdoor Storage	Trespassing
Sign Installation / Sign Maintenance	Unruly behavior
Failure to Comply with Development Standards	Blocking traffic
Failure to Comply with Conditions of Zoning Approval	Parking Violation
Tall grass and weeds	Animal complaints
Junk, trash, and debris	Improper Discharge of Firearm
Other _____	Abandoned or Junk Vehicle
	Other _____

Submit to Public Works Dept	Submit to Fire Dept
Intersection Visibility Blocked	Outdoor Burning
Ice/Snow on Roads	Inoperable or No Smoke/Carbon Monoxide Detectors
Road Too Narrow	Improper Use of Extension Cords
Lack of Road Shoulder	Failure to Post Evacuation Plans
Tree Across Road	Blocked or Inoperable Emergency Egress
Clogged/Inoperable Stormwater Culvert	Other _____

	Submit to Lake Operations Dept
Ditches Filled with Debris	Lake Use Violation
Inoperable Streetlight	Lake Structure Violation
Foul Smelling/Tasting Drinking Water	Other _____

	Submit to Environmental Management
Lack of Water Pressure	Unauthorized grading or land clearing
Leaking Water Line	Sedimentation damage (erosion)
Other _____	Other _____

Submit to Sewer Collections Dept	Submit to Code Enforcement Officer
Clogged Sewer Lines	Street/Sidewalk maintenance
Odor Coming From Manhole	Inadequate Garbage Receptacles
Other _____	Abandoned Structure
	Other _____

COMPLAINT STATUS:

Complaint Valid: [ ] Yes **[ ]** No **Date Case Resolved _____ Applicant Contacted: [ ]** Yes **[ ]** No