



Date Stamp

MUNICIPAL CODE VIOLATION COMPLAINT FORM

Fill out this form as completely as possible. We review each complaint to determine whether we can investigate or need to refer your situation to another agency with proper jurisdiction. Our goal is to work with the property owner to obtain voluntary compliance. If we cannot reach a resolution, we may begin formal enforcement proceedings. Please note that we are unable to enforce disputes between neighbors, including but not limited to property line disputes, private easements, covenants or homeowner's association rules, hazardous trees on privately-owned adjacent property, or tenant-landlord disputes.

YOUR INFORMATION

Name: _____ Email: _____

Your Address: _____ Phone: _____

COMPLAINT INFORMATION

Nature of Complaint: ☐ Solid Waste or Garbage ☐ Clearing or Grading ☐ Construction ☐ Dangerous Building
☐ Animals ☐ Illegal Business ☐ Junk Vehicles ☐ Zoning Violation ☐ Other

Location or Address: _____

Property's Owner Name: _____ Occupant Name: _____

Detailed Description: _____

Is the issue visible from a public street? ☐ Yes, from Street: _____ ☐ No

If not, does City staff have permission to contact you to view the site from your property? ☐ Yes ☐ No

CERTIFICATION

I certify under penalty of perjury under the law of Washington that the foregoing is true and correct (RCW 5.50.050).

Name: _____ Signature: _____ Date: _____ City: _____

DISCLOSURE

All documents sent to the City of Sumner are public records and are subject to disclosure under to the Public Records Act (RCW 42.56). The City may be required to release your name and/or information pursuant to RCW 42.56 or a court order. Pursuant to RCW 42.56.240(2) you, as the complainant, victim, or witness, may request nondisclosure of your identifying information.

☐ **Yes, I request that my identifying information not be disclosed.**

Submit completed form to City of Sumner Permit Center or email:

codecomplaint@sumnerwa.gov or mail to/drop off at 1104 Maple St., Sumner WA 98390