



LOCAL CODE ENFORCEMENT COMPLAINT FORM

DATE: _____

The Town of Brighton has the statutory authority to oversee and enforce our Town Codes and Ordinances. Please use this form to submit a complaint if you suspect violation/s or have a general concern regarding a particular property and/or structure. Email completed form to info@townofbrighton.org or mail to Brighton Town Hall, 2300 Elmwood Avenue, Rochester, NY 14618 ATTN: Code Enforcement

COMPLAINANT INFORMATION – This information is for internal purposes only and will not be shared with any party outside of Town Operations.

NAME: _____ TELEPHONE: () _____ - _____

STREET ADDRESS: _____

EMAIL ADDRESS (If any): _____

YES Contact me with outcome of Inspection _____ **NO** CONTACT NEEDED, Complaint is for INFORMATIONAL PURPOSES ONLY _____

SUSPECTED VIOLATION INFORMATION:

PROPERTY ADDRESS: _____

DATE & TIME YOU NOTICED THE PROBLEM: _____

DETAILED DESCRIPTION OF THE ISSUE:

HAVE YOU HAD ANY DISCUSSION WITH PROPERTY OWNER REGARDING THIS MATTER:

_____ YES _____ NO IF YES, ANY OUTCOME: _____

NOTE: Staff will conduct an on-site inspection of the property. If a code violation has been identified and is confirmed upon inspection of the property, a letter requesting remediation is sent to the owner of the property, notifying them that they have to correct the problem or they will receive a citation.

FOR INTERNAL PURPOSES ONLY: Date Complaint Received _____ Inspection Date _____

NOTES: _____
