



ZONING COMPLAINT FORM

Request for investigation of possible Town Code violation

This document is public record under the North Carolina Public Records Act and may be disclosed to third parties.

Staff use only:

Violation Case #: _____ Date Received: _____ Received by: _____

Person Requesting Investigation

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Do you want to be contacted with the result of the investigation: Yes _____ No _____

Person Responsible for Alleged Violation

Address of alleged violation: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Description of Alleged Violation

Submit this completed form to Code Enforcement Officer Jasper Rogers at jrogers@kittyhawktown.net

or to the Kitty Hawk Town Hall at 101 Veteran's Memorial Drive, PO Box 549, Kitty Hawk NC, 27949.

Please allow 7-10 business days for initial site visit. Violators are typically given 30 days to come into compliance, staff may work with them longer, when necessary, to correct a violation.



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FOR STAFF USE ONLY

Violation Case #: _____ Date Received: _____ Received By: _____
Results of Investigation: _____

Complainant Notified of Investigation Results:

Date:

Notes: