



# 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 Christian Antonis at [christian.antonis@kittyhawktnc.gov](mailto:christian.antonis@kittyhawktnc.gov)

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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Violation Case #: \_\_\_\_\_ Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Results of Investigation: \_\_\_\_\_

Complainant Notified of Investigation Results:

Date:

Notes: