

**VILLAGE OF WINNEBAGO
BUILDING AND ZONING
COMPLAINT REPORT**

Received by: _____ **Date:** _____

Complainant Name: _____

Address: _____

Phone # _____

Nature of Complaint: _____

Location/Address: _____

Owner of Property/Person Responsible: _____

Address: _____

How would you like this complaint to be addressed? _____

Signature

Date

FOR OFFICE USE ONLY

Complaint Referred to:

Building **Planning & Zoning** **Other**

Investigation Report (This section must contain all pertinent information, facts disclosed by investigation and/or interrogation, codes or standards review):

Conclusions (by Investigator):

Recommendations (by Investigator):

Follow Up:

Date: _____

Results: _____

Case Closed **Case Pending**

Signature

Date