

VILLAGE OF SODUS POINT

PO BOX 159 / 8356 BAY STREET

SODUS POINT, NY 14555

Phone: 315-553-2695 Fax: 315-483-0913

TDD 800-662-1220



COMPLAINT FORM

Date: _____ Property Address: _____

Brief detail of complaint:

Multiple horizontal lines for writing the complaint details.

*Optional, if you would like a followup to your complaint please fill out the information below:

Name: _____
Address: _____
City, State, Zip _____
Phone: _____
e-mail _____

The Code of The Village of Sodus Point: Section 102 – Subsection 14: Bona fide complaints which assert that conditions or activities fail to comply with the Uniform Code or with the local laws, ordinances, or regulations adopted for administration and enforcement of the Uniform Code shall be investigated by the Code Enforcement Officer. The process for responding to such complaints shall include:

- A. Provisions for inspection of the conditions and/or activities alleged to be in violation of the code or this chapter;
B. Written notification to any offending party and the property owner of any such violation, with a period of time as determined by the Code Enforcement Officer to cause any such violations to corrected;
C. Written notification to the Village Board that a complaint has been received and a violation notice has been issued;
D. Upon abatement of a violation, an inspection shall be performed by the Code Enforcement Officer to ensure that the violation has been corrected, and a final written report shall be filed with the complaint.