



Community Development Department
Building & Safety Neighborhood Preservation Code
Enforcement Division

832 Whitley Avenue, Corcoran, CA 93212
(559) 992-2151 ext. 2102 or 2101

Code Enforcement Complaint Form

Complaint Received by: _____ Date: _____

SSB _____ PM _____ VA _____ WA _____ Zoning _____
Residential _____ Commercial _____ Other _____

Property Information

Location of property: _____

APN: _____

Legal description: _____

Ownership verified: By person's admission _____
By title search _____
Other _____

Name of owner: _____

Address: _____

City, State, Zip: _____

E-mail: _____

Office #: _____ Cell#: _____

Miscellaneous Information:

1. Have you notified your landlord of the problems?
2. Do you have a rent or lease contract?
3. How long have you resided at this address?
4. Are you current with your rent obligation?
5. Have you been served with an eviction notice?

Name and Address of Citizen filing complaint (optional)

Name: _____

Address: _____

City, State, Zip: _____

Telephone #: _____

Name and Address is optional. We would like to be able to contact you for further information if it is needed or to inform you on the status of this complaint. If you choose not to provide this information we will be unable to keep you informed, however your comments and complaints will be given equal consideration

Thank You.

Complaint:

Signature (optional)

Date:

Nature of the property: Single Family Residential
 Multifamily Residential
 Commercial
 Vacant Land
 Industrial
 Other

Code Enforcement Officer or Building Inspector assigned: _____

Inspection Date: _____ **Time:** _____

Nature of the Violation(s) and unsafe conditions:

Photos: Yes No **Video:** Yes No

Contact with owner: Yes No

If yes, summary of conversation:

Occupancy of the structure:

Registered Agent: _____

Address: _____

City, State: _____ **Zip:** _____

Land Trust, Trustee: _____

Person with Power of Direction: _____

Address: _____

City, State: _____ **Zip:** _____

Notice of Violation or of Unsafe Structure Date sent: _____

Method of service:

Personal service to owner, agent, or person responsible for the structure

Certified or registered mail with return receipt requested

Receipt received: Yes No

Certified or registered mail number _____

Other manner prescribed by law _____

Posting of notice in conspicuous place in or about the structure

Action taken:

No Violation	()	Date:
Contact made with owner	()	Date:
Courtesy citation issued	()	Date:
Citation Issued	()	Date:
Inspection Warrants Issued	()	Date:
Notice and Order sent	()	Date:
Unsafe to Occupy Posting	()	Date:
Hearing Date Set	()	Date:
Case Closed	()	Date:

I have filed this report on the unsafe condition of this structure.

Signature of Building Official: _____ **Date:** _____

**CONSENT TO INSPECT
PRIVATE PROPERTY**

The undersigned herein consents to the City of Corcoran, Building & Safety Neighborhood Preservation Code Enforcement Division Officer(s) right of entry to inspect all yard areas, building exterior(s), and/or interior(s) as needed to determine whether or not said property complies with local and state codes related to said property.

The undersigned herein states that he/she is in lawful possession or control of the property designated below, or has the authority to act in the owner(s), tenant(s), and/or occupant(s) behalf and in their absence.

Property Address: _____ Unit(s) _____

CONSENTING PARTY

Name:	Signature:	Date:
_____ Owner Tenant	_____ Manager	_____ Owner Agent Employee
_____ Common Areas	_____ Rear/Side Yards	_____ Interior Accessory Building(s)
_____ Garage(s)/Carports		