



Code Enforcement Department
80 North Main Street
Brewer, ME 04412
207-989-7790

THIS SECTION MUST BE COMPLETED FOR THE CITY OF BREWER TO ACT ON THE MATTER

Reporting Person(s) Name: _____

Your Address: _____

Phone #: _____

Disclosure Information:

- *Complaint forms must be completed in full, and signed.*
- *Any person may file complaint with the City of Brewer Code Enforcement Department when they believe there has been a violation of Statute, Rule, Code, or Ordinance.*
- *Misdirected complaints may be forwarded to another department or agency.*
- *Except when an immediate hazard exists, complaint actions begin with a complete and signed complaint form.*
- *Except for issues where an immediate threat to health and safety exist, initial action on your complaint may take 3-5 business days of receipt of the complaint.*
- *Resolutions may take weeks, months, or possibly longer.*
- *Every complaint is carefully and thoroughly reviewed. However, the decision and method of review and action on a complaint, including the priority and timing of action, is wholly within the discretion of the City of Brewer Code Enforcement Department.*
- *To the extent allowable by law, personal information will be held confidentially.*



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Affidavit of Complaint:

I _____, swear/affirm that the information below is true and accurate to the best of my knowledge.

Address of the Violation: _____

Property Owner/Landlord Info: _____

Cite Specific Statute, Code, and/or Ordinance: _____

Nature of the complaint:

Have you spoke with the Owner/Occupant(s) about your concerns and if so, what was the outcome?

(Signature)

(Date)

(Please attached additional pages if needed & pictures if available)



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TO BE COMPLETED BY STAFF ONLY

Date complaint Received: _____

Date complaint investigated: _____

Is this complaint within the jurisdiction of the Code Enforcement Department? Yes No

If no, who was the complaint forwarded to? _____

Was a violation identified during investigation? Yes No

If Yes, cite specific violation(s) of code(s), ordinance(s), or statute(s) _____

Date Notice of Violation Sent: _____