



City of Opa-locka Code Enforcement Division

CITIZEN COMPLAINT FORM

Date _____
Taken By _____

Case # _____

Folio # _____
Officer _____

Address of Complaint _____

Complainant Information: Name: _____ Phone: _____
Address: _____ Refused to give info: _____

Type of Violation:

Garbage: (loose, raw, other) (front) (side) (rear)

Grass/Weeds: (front) (side) (rear)

Junk: (front) (side) (rear) (type) _____

Bushes/Hedges/Limbs: (front) (side) (rear) _____ Overhanging/Sight Obstruction/Height

Vehicles: Truck/Car/Commercial/RV/Boat/Other _____ (front) (side) (rear)

Problem: Expired or No Tag/Not Road Worthy/Illegally Parked/Other

Description: _____

Property Standards: Apt. # _____ Interior _____ Exterior _____ (front) (side) (rear)

Pools: (problem) - Open/Dirty/Gate/Fence/Other

Building Permits _____

Miscellaneous: (front) (side) (rear) _____

Additional Information: _____

Questions to Ask:

- (1) Can violation be seen from the Street/Sidewalk/Alley? Yes No
- (2) Can violation be seen from your property? Yes No
- (3) Do we have permission to enter your property whether you are home or not? Yes No

Appointment: Date/Time _____

- (4) Are you willing to sign an affidavit? Yes No
- (5) Are there any dogs on your property or on the complaint property? Yes No
- (6) Is this the first time you have called for this problem? Yes No

Action taken by Officer: _____

