



RE: Building Code/Zoning Violations and Complaint Process

Dear Sir/or Madam:

In response to your recent request for an Investigation for alleged violations, please complete the attached questionnaire and return it to the Building Inspection Department if it pertains to the following:

1. Alleged violations that appear to be an immediate hazard to the health, safety or welfare of the occupant(s) of a building.
2. Alleged violations of Alameda Municipal Codes concerning construction without building permits, dilapidated structure(s) of a building.
3. Zoning violations; junkyard, recreational vehicles being co-occupied as dwellings, land use violations.

It is important that you provide us with facts that show the condition you are reporting is injurious to the health, safety and welfare of the occupant(s) or the public. Please be as complete and specific as possible. Information that you may feel is unimportant may be the key to resolving the alleged violation.

Please complete every part of the questionnaire. If the form is incomplete, this office may not follow-up on the complaint.

PLEASE NOTE: Other complaints can be reported to the following agencies:

Household Trash and Garbage:	Environmental Services	749-5840
Abandoned Vehicles:	Alameda Police Department	337-8311
Weed Abatement & Fire Hazards:	Fire Department	337-2100
Maintenance:	Public Works Department	747-7900

Thank you for your cooperation in completing this questionnaire.

(ATTACHMENT 1A)

CITY OF ALAMEDA
CODE COMPLIANCE - COMPLAINT QUESTIONNAIRE

PLEASE PROVIDE THE FOLLOWING INFORMATION - PRINT CLEARLY AND
COMPLETE THE ENTIRE FORM

CONFIDENTIAL

(To the extent permitted by law)

COMPLAINANT INFORMATION:

COMPLAINANT: _____

ADDRESS: _____

PHONE NUMBER: _____

ALLEGED VIOLATION/NATURE OF COMPLAINT INFORMATION:

ADDRESS OF ALLEGED VIOLATION: _____

OWNER NAME (if known): _____

OWNER PHONE NUMBER (if known): _____

TENANT NAME (if any): _____

TENANT PHONE NUMBER (if known): _____

DESCRIBE IN DETAIL THE NATURE OF VIOLATION/COMPLAINT

RETURN THIS FORM TO:

CITY OF ALAMEDA
CODE ENFORCEMENT
2263 SANTA CLARA AVENUE RM. 190
ALAMEDA, CA 94501
FAX: (510) 747-6804