OTTO TOWNSHIP COMPLAINT FORM

Complaint forms become public records when they are submitted to the Township, and under the Michigan Freedom of Information Act. Copies may be subject to disclosure to anyone who asks for them. A copy of the complaint may be submitted to other government agencies.

Date	
Received by	

Property Owner		**Complainant's Name**	
Address		**Address**	
City, State, Zip		**City, State, Zip**	
Phone		**Phone**	

A written complaint provides important documentation necessary in the enforcement of local ordinances.
YOU MAY BE CALLED TO TESTIFY in the event of legal action resulting from this complaint.

Township Ordinance Allegedly Violated:

☐ Blight ☐ Dog ☐ Dangerous Buildings

☐ Zoning Ordinance ☐ Other

Indicate the section(s) of the above indicated ordinance allegedly being violated:

Location of Alleged Violation

Address

Side of Road: ☐ N ☐ S ☐ E ☐ W

Between &

Parcel ID:

Describe below the nature of the complaint, include date and times if possible:

NOTE: Township Ordinances designate the specific officers responsible for enforcement of local regulations.
Elected officials and office staff are not law enforcement officers and do not carry out enforcement action.

Complainant's Signature / Typed Name

DO NOT WRITE BELOW THIS LINE - TOWNSHIP USE ONLY

Enforcement Officer: ☐ Deputy ☐ Zoning Administrator ☐ Other

Action by Enforcement Officer: