

LAND USE OFFICE

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Town Hall
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Salisbury, Connecticut 06068

**LAND USE
REPORT OF POTENTIAL VIOLATION FORM**

The Town of Salisbury and its Commissions have ordinances and regulations in place to protect from adverse impact on its environment, public health, safety and general welfare of the community. It is not the intent of the Commissions, nor in the interests of the Town, to have enforcement be used as leverage, escalation, or retaliation in private disputes. Where the Land Use Administrator has reason to suspect that the same may be a primary motivation for, or probable outcome from, any complaint, then the staff shall proceed with extra caution and deliberation, with respect to such complaint as deemed to be consistent with the interests of the Town.

Enforcement is discretionary. The Land Use Administrator, in consultation with the appropriate Commission and town officials/personnel, will consider the following when determining whether enforcement action will be initiated:

1. Violations of Town regulations that may pose immediate threat to the environment, public health, safety, and general welfare of the community.
2. Violations related to development projects that are in the construction phase.
3. Enforcement programs initiated by the Town, Commission, and/or Land Use Administrator.
4. Complaint-based enforcement.
5. Complaints determined primarily to be a private dispute.

* Anonymous complaints are discouraged and may receive a lower priority in investigation*
All complaints are a matter of public record and subject to the Freedom of Information Act

PERSON/ENTITY REPORTING THE POTENTIAL VIOLATION: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

SIGNATURE: _____ Date: _____

ADDRESS/LOCATION OF POTENTIAL VIOLATION: _____

NAME OF LANDOWNER/TENANT/CONTRACTOR (if known): _____

DATE(S) & TIME ACTIVITY OCCURRED: _____

NATURE OF VIOLATION - Describe the situation; attach photos and maps; **do not trespass on private property:**

*****FOR OFFICE USE ONLY*****

DETERMINATION OF COMPLAINT: _____

COMMISSION/DEPARTMENT INVOLVED: _____

DATE OF INITIAL INSPECTION/DECISION: _____

POSSIBLE VIOLATION(S) OF: _____

DISPOSITION/RESOLUTION: _____

Land Use Administrator

Date: _____

Commission Chair

Date: _____

Case Number: _____