**NORWOOD TOWNSHIP ZONING**  
ZONING / CODE ENFORCEMENT COMPLAINT FORM

**SUBJECT OF COMPLAINT** (Person or Property complaint is about)

Name ____________________________________________
Address __________________________________________
Phone __________________ Tax Parcel Number: 15-011-__-__-__-__
Nearest Intersection ______________________________________
Nature of Complaint ______________________________________
____________________________________________________________________
____________________________________________________________________

**COMPLAINANT** (Person submitting complaint)

Date of submittal ________________________________
Name ____________________________________________
Address ____________________________________________
Phone __________________ Email address __________________

*Note: Anonymous Complaints will not be accepted*

______________________________________________________
**Do not write below this line. For staff use only.**

Complaint Number: C20__-__ Staff Member Taking Complaint _______________________
Zoning Designation (Circle one): AG Commercial R-1 RR Industrial
Alleged Code(s) Violated / Comments __________________________________________
____________________________________________________________________
____________________________________________________________________

Forwarded to (note date):
Twp Attorney __________ Chx. Co. Sheriff __________ Animal Control __________
Twp Board __________ Chx. Co. Bldg Dept. __________ Other __________

**INITIAL INSPECTION**

Inspection By: __________________ Date: __________
Was Site in Violation? __________________ What Code(s) __________________
Notice Mailed? __________________ Date: __________
Notice Posted at Site? __________________ Date: __________

**FOLLOW-UP INSPECTION & ACTION**

Was Compliance Reached? __________________ Date: __________
Action taken by Township __________________
Comments __________________

Send to: Norwood Township Zoning Administrator  
P.O. Box 113, Charlevoix, MI 49720  
email: Zoning@norwoodtwp.org