



TOWN OF EAST HAMPTON

ORDINANCE ENFORCEMENT DEPARTMENT

PUBLIC SAFETY DIVISION

300 Pantigo Place, Suite 111A

East Hampton, N.Y. 11937

Phone (631) 324-3858 Fax (631) 329-5899

Elizabeth A. Bambrick

Director of Code Enforcement

THE COMPLAINT PROCESS

Effective February 23, 2011

POTENTIAL VIOLATION FOUND BY TOWN

POTENTIAL VIOLATION FOUND BY THE PUBLIC
COMPLAINT FORM SUBMITTED

COMPLAINT NUMBER AND INSPECTOR ASSIGNED

"ACKNOWLEDGEMENT FORM" SENT TO COMPLAINANT (IF APPLICABLE)

INVESTIGATION OF COMPLAINT - INSPECTION OF PROPERTY

VIOLATION(S) FOUND

NO VIOLATIONS FOUND

NOTICE OF VIOLATION (NOV)

VOLUNTARY COMPLIANCE

COURT CHARGES FILED

INVESTIGATION CLOSED – "ACTION TAKEN FORM" SENT TO COMPLAINANT