



CODE COMPLIANCE COMPLAINT FORM

Spokane County Building & Planning Department

1026 W Broadway Avenue Spokane, WA 99260-0050

Building: 509.477.3675 – Zoning: 509.477.1500

Building: bphelp@spokanecounty.org Planning: PlanningHelp@spokanecounty.org

What is code compliance?

Rules governing the use of private property are intended to protect public health, safety, and welfare. The Building & Planning Department is responsible for enforcing the provisions of state statutes and Spokane County codes that regulate building, zoning, subdivisions, shorelines, and critical areas. Each code may impose penalties when a property owner refuses to correct a cited violation.

Who may file a complaint?

Any citizen may file a complaint whenever they observe improper or potentially hazardous conditions, uses of property, or structures.

How is a complaint filed?

Except where an immediate life safety hazard exists, compliance actions begin with a signed complaint form or written documentation from a public agency. Once the complaint form is complete, you may submit the form by email to bphelp@spokanecounty.org, by mail, or in-person to the Spokane County Building & Planning Department located at 1026 W Broadway, Spokane, WA 99260.

What happens once a complaint is filed?

The Building & Planning Department will begin compliance actions once the complaint is documented from the road or from a neighboring property that has granted permission to view the site. Resolution of the issue can take weeks, months, and possibly longer, depending on the property owner's cooperation, the complexity of the issue, and the legal ramifications.

REPORTER INFORMATION

This section must be completed before Spokane County can act on this matter. Anonymous complaints are not accepted.

Your Name: _____

Your Address: _____

City: _____

ZIP: _____

Phone Number: Daytime _____

Evening _____

Email Address: _____

May we have permission to enter your property to view the subject violation? YES _____ NO _____

Confidentiality Preference: If you believe that disclosure of your identity would threaten your safety or property, you may request that your identity not be disclosed under Chapter 42.56.240 RCW. Be advised, disclosure of information revealing your identity will depend on application of this Chapter (the Public Disclosure Law), other applicable laws, and whether the complainant is criminally prosecuted. With that understanding, **PLEASE INDICATE YOUR DESIRE FOR DISCLOSURE OF YOUR IDENTITY BY CHECKING THE APPROPRIATE BOX.**

_____ My identity can be disclosed.

_____ **Do not** disclose my identity.

I believe disclosure would threaten my safety or property.

Signature: _____

Date: _____

