

SECTION 15.

COMPLAINTS REGARDING VIOLATIONS

Sec. 15.1. Procedure.

Whenever a violation of this ordinance occurs, or is alleged to have occurred, any person may file a written complaint with the Zoning Enforcement Officer. Such complaint shall be in writing and shall state fully the cause and basis for the complaint. The Zoning Enforcement Officer shall properly record the complaint, immediately investigate, taking action as needed thereon as provided by this ordinance. Within 14 days of the date the complaint was recorded, the inspector shall notify the complainant in writing of his findings and/or determinations. The complainant's personal information shall remain confidential and shall not be divulged to the complainee, or any other person (including town employees and elected officials) without written authorization of the complainant as part of the original formal written complaint.

Sec. 15.2. Notice of violation and response to violations.

Any person or corporation having received a notice of violation, shall have 30 days to respond. If no response is received within 30 days the zoning inspector shall forward the matter to the town solicitor for further action.

Violations shall be rectified within 30 days of the response to the Notice of Violation. If in the opinion of the zoning inspector, no attempt is made to rectify the violation, the matter shall be referred to the town solicitor for further action.

An extension of 30 days may be granted if, in the opinion of the zoning inspector, the violator has made a reasonable attempt to comply but needs additional time to do so. Any violation not rectified within 90 days of the receipt of the notice of violation shall be forwarded to the town solicitor for further action.

(Ord. of 3-16-98)