



Attention: City Clerk Steve Gilbert / Planning and Zoning Commission

UNRELATED OCCUPANCY COMPLAINT FORM

Complete all of the following fields (the City does not investigate anonymous, unsigned, and/or incomplete complaints):

Complainant

Name: _____

Address: _____

Email: _____

Phone: _____

Location of Alleged Violation

Address: _____

Personal Knowledge of Alleged Violation

(Personal knowledge includes but is not limited to: verbal admission by occupant or owner, observation, discussions with occupants(s). Personal knowledge does not include hearsay or other anecdotal information).

Possible Witnesses

Name/ Address/ Phone: _____

Name/ Address/ Phone: _____

Name/ Address/ Phone: _____

Certification of Complaint

The City of Montevallo Zoning Ordinances (Adopted July 1, 2012) relating to R-1 Single Family Residence Articles - 10.01-10.03 and R-2 Single Family Residence - Articles 11.01-11.03.

The City of Montevallo Zoning Ordinances define **Family** in Article 3 as follows:

One or more persons related by blood, marriage, adoption or guardianship plus one (1) unrelated person occupying a dwelling unit and living as a single housekeeping unit. Failure of property owner to comply with this definition shall be deemed a violation of this Ordinance.

By signing and submitting this form the complainant swears, under penalty of perjury, that the information provided herein is true and correct. All complaints will be reviewed and investigated by the appropriate department. In order to prosecute these type of cases, the complainant is the City's best witness; therefore, you will be asked to testify as a witness in court.

I HAVE REVIEWED, COMPLETED, AND AGREE TO ALL SUBMITTAL CONDITIONS AND AM ABLE AND AGREE TO TESTIFY AS A WITNESS.

Signature: _____



**PLEASE SUBMIT A SIGNED ELECTRONIC COPY OR HARD COPY OF THIS FORM AND
ALL NECESSARY SUPPORTING MATERIALS TO:**

City of Montevallo/ City Clerk/ Planning and Zoning Commission

541 Main Street, Montevallo, AL 35115

Phone: 205.665.2555 x105

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