

City of Olean  
Department of Fire,  
Building, and  
Emergency Services

# Property Maintenance Complaint Form

Instruction: Please Fill-in all fields.  
Incomplete forms cannot be processed.

Complaint # \_\_\_\_\_

Property location

Date

Complaint Type – Check all that apply

- |  |
|--|
| <input type="checkbox"/> Debris – Junk in yard (except children’s toys)                                    |
| <input type="checkbox"/> Grass - >8” in average height – complaints are deferred between Oct. 15 and May 1 |
| <input type="checkbox"/> Vehicle – Parked on lawn  |
| <input type="checkbox"/> Vehicle – Unlicensed or Junked  |
| <input type="checkbox"/> Garbage   |
| <input type="checkbox"/> Snow  |
| <input type="checkbox"/> Other   |

Explain specifically what the complaint is:

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Complainant Name:

Complainant Contact Information:  
Address or phone number:

**Department use only:**

<input type="checkbox"/> Referred to	Date	
Property Owner	Occupant’s Name(s):	Phone #: <input type="checkbox"/> Owner <input type="checkbox"/> Occupant

Comments:

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Closed \_\_\_\_\_