



BOROUGH OF PITCAIRN
Ordinance Complaint Form

609 Broadway
PITCAIRN, PA 15140-1298
PHONE: (412) 372-6500 CODE
ENFORCEMENT EXT 15 FAX:
(412) 373-1464
code@pitcairnborough.us
www.pitcairnborough.us

DATE _____

Code Enforcement Action Needed

Property Address: _____ Lot/Block (If known): _____

Property Owner: _____

Contact information for owner (If known) _____

Violation:

- High Grass/Weeds
- Accessory Structure
- Debris/Trash (Improper Storage)
- Storing of Hazardous Waste Material
- Unlicensed/Inoperative/Junk Vehicle
- Vending License Violation
- Animal Maintenance (Waste)
- Littering, Scattering of Rubbish/Dumping
- Chipping Paint
- Illegal Occupancy
- Snow/Ice Removal
- Other

Initiated by:

- Citizen Complaint
- Observation
- Tenant Complaint
- Police Observation

Notes:

Additional Notes on Back

To Be Completed By Code Enforcement

Date Received by Code Enforcement Official: _____

Action Taken Notes:

Additional Notes on Back

Summary of Action Steps:	Date:
Quality of Life Ticket Issued (Ticket Number _____)	
Spoke With Property Owner	
Notice of Violation mailed via Regular Mail	
Notice of Violation mailed via Certified Mail	
Notice of Violation posted on Property	
Completion Deadline Given	
Cited	

Resolution Method

- Voluntary Compliance
- Found Not Guilty by Magistrate
- Other
- Fine Imposed by Magistrate
- Extension granted by Magistrate
- Other

Resolution Date: _____

