



City of Valley City
PROPERTY MAINTENANCE COMPLAINT

Building/Fire Inspections
241 3rd Ave NE
Valley City, ND 58072
Ph. 701-845-3351

The Valley City Municipal Code provides minimum standards for property maintenance pursuant to chapter 12-02 and by adoption of and reference to the International Property Maintenance Code (V.C.M.C. § 7-01-06.1). The storage or accumulation of trash, rubbish, junk, junk automobiles, abandoned vehicles, or building materials, or the maintenance of any blighted, weedy, unsafe, or dangerous structure or premises tends to result in blighted and deteriorated neighborhoods with decreased property values; increased criminal activity; harbor for vagrants, vermin and disease; creation of attractive nuisances to children; and/or risk of injury or death. All of the foregoing are contrary to the public peace, health, safety and general welfare of the City.

You are encouraged to address your concerns with the property owner and provide a reasonable time to address the issue. If you are unable to resolve the issue and wish to file a property maintenance complaint, please complete this form and an inspection will be conducted within seven days.

Address of Property Maintenance Concern: _____

Select all complaints that apply to this address:

EXTERIOR

<input type="checkbox"/> Abandoned/junk vehicle	<input type="checkbox"/> Significant peeling or missing paint, or rust	<input type="checkbox"/> Improper grading/drainage and stagnant water
<input type="checkbox"/> Accumulation of building materials, junk, trash/rubbish	<input type="checkbox"/> Siding missing or in need of repair	<input type="checkbox"/> Driveway/sidewalk/stairs in need of repair
<input type="checkbox"/> Sign at discontinued business	<input type="checkbox"/> Roofing missing or in need of repair	<input type="checkbox"/> Not weatherproof/holes/cracks
<input type="checkbox"/> Grass taller than six inches	<input type="checkbox"/> Broken windows	<input type="checkbox"/> Drainage system/gutter issues
<input type="checkbox"/> Weeds or noxious growth on lot or abutting sidewalk	<input type="checkbox"/> Unsecured entry doors or windows	<input type="checkbox"/> Improper anchoring of structural components or attached features and structures
<input type="checkbox"/> Non-compliant house/building number	<input type="checkbox"/> Structural issues: roof, wall, floor, foundation	<input type="checkbox"/> Unsafe handrails/guardrails
<input type="checkbox"/> Rodent/pest harborage or infestation	<input type="checkbox"/> Pool: unsanitary, or unsafe enclosure	<input type="checkbox"/> Abandoned building or construction site/project
<input type="checkbox"/> Other		

INTERIOR

<input type="checkbox"/> Insufficient light/ventilation	<input type="checkbox"/> Unsafe means of exit	<input type="checkbox"/> Fire / gas protection missing or in need of repair
<input type="checkbox"/> Occupancy limit exceeded	<input type="checkbox"/> Plumbing systems/fixtures missing or in need of repair	<input type="checkbox"/> Mechanical heating systems / appliances missing or in need of repair
<input type="checkbox"/> Electrical systems/outlets missing or in need of repair	<input type="checkbox"/> Structural/anchoring issues	<input type="checkbox"/> Unsanitary interior surfaces
<input type="checkbox"/> Unsafe handrails/guardrails	<input type="checkbox"/> Peeling paint, cracked/loose plaster, or decayed wood	<input type="checkbox"/> Other

EXPLANATION OF COMPLAINT (attach additional sheet if necessary)

Name: _____ Phone: _____ Date: _____

Date Rec'd _____ Initial _____
