

Sam Joslin, Building Commissioner  
Joan Croteau, Administrative Assistant



## TOWN OF WEST NEWBURY

### INSPECTION DEPARTMENT

381 Main Street, West Newbury, MA 01985  
Tel. 978-363-1100 ext. 122 Fax 978-363-1119

#### ZONING COMPLAINT FORM

Dear Building Commissioner:

This is a formal request for enforcement of an alleged violation of the Town of West Newbury's Zoning By-Law.

Property address of the alleged violation(s): \_\_\_\_\_

Property owners name(s): \_\_\_\_\_

Property owner's mailing address: \_\_\_\_\_

Date(s) of alleged violation: \_\_\_\_\_

Nature and details of alleged violation(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Town of West Newbury Zoning By-Law Article(s) and Section(s) you feel are being violated:

Article # \_\_\_\_\_

Section # \_\_\_\_\_

Name of Complainant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Local address if different from above: \_\_\_\_\_

Best method of communication:  Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

All fields are required to be completed. Once this complaint form is signed and submitted to the Inspector of Buildings it becomes a **public record and is accessible for public view.**

*I believe the above facts to be true, and I understand that if it becomes necessary for the Town of West Newbury to institute legal action in the courts I will agree to testify on behalf of the Town of West Newbury.*

Signature of complainant \_\_\_\_\_ Date \_\_\_\_\_

After completing this form, it can be scanned and emailed to  
[inspection.admin@wnewbury.org](mailto:inspection.admin@wnewbury.org)