



**CASS COUNTY, MISSOURI
BUILDING CODES, ENVIRONMENTAL HEALTH
AND ZONING DEPARTMENT**

**30508 S. West Outer Road, Harrisonville, MO 64701
P- (816) 380-8134 F- (816) 380-8130**

Last Updated May 10, 2011

Whenever the Building and Zoning Department receives a written and signed complaint, it shall take whatever action is warranted by the adopted ordinances. Written and signed complaints received by the Building and Zoning Department may be made available to the property owner against whom the complaint was filed. Your name and any information given by you on this form will be accessible by the public at large. **Please note:** This form must be legible for it to be accepted. No follow-up information can be provided in the absence of a signed complaint form.

Information for person filing complaint Name: _____

Address: _____ Daytime Phone: _____

Complaint Information

Property Owner's Name: _____ (If Known) Attached Documentation ___ Yes ___ No

Address: _____ (REQUIRED)

Briefly describe the nature of the complaint: _____

By signing this form, you are attesting to the validity of this complaint, and acknowledge your willingness to appear (if necessary), before the Board of Zoning Appeals and in County Court as a witness against the alleged violator of the County of Cass Zoning Ordinances.

_____/_____/_____
Signature of person filing complaint Date

Sworn to and Subscribed before Me this _____ day of _____, 20__.

My Commission Expires: _____ Signature of Notary: _____

(To be completed by the Zoning Official)

Date of Inspection: _____ Property Zoned: _____

Deposition of Complaint:

Signature of Zoning Officer: _____

This form shall be completed for each complaint. Upon correction of complaint, the County Official shall complete and sign the form.