



222 Main Ave West. Frazee, MN 56544 | Office: 218-334-4991 | Website: www.frazeecity.com

CODE COMPLAINT FORM

Code complaints must be filed in writing. To register a complaint, please fill out this form in its entirety and submit the completed form to City Hall.

Address of Complaint: _____

Check the area in which this complaint concerns:

☐ Abandoned Vehicle

☐ Noise

☐ Dog Nuisance

☐ Weeds / Yard

☐ Junk / Refuse / Debris

☐ Zoning

☐ Other (please explain below)

Please describe complaint or concern in more detail below. Use detailed examples: “junk car in yard,” or “tall grass/weeds.” Do not include opinions: “looks bad,” or “needs to be condemned.”

Complainant's Printed Name: _____ Phone: _____

Complainant's Address: _____

Signature of Complainant: _____ Date: _____

For Office Use Only - PLEASE RETURN COMPLETED FORM TO CITY HALL

Date Received _____

Date Complaint Reviewed/Inspected _____

ACTION TAKEN

Comments:

Conditions Set:

Completed By: _____

Date: _____

Approved 11/2023

File: City Hall Drive/Forms/Code Complaint Form



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CITY OF FRAZEE CODE COMPLAINT PROCEDURE

When a citizen has a complaint they want to register, they must file the complaint **in writing**, on the form provided by the City. The form must be filled out completely, signed and returned to City Hall.

Persons refusing to file a signed complaint will have their complaint heard, but no action may be taken.

This form will then be reviewed and forwarded to the proper department and a determination will be made for what, if any, action need be taken.