



CITY OF WHITE PLAINS

DEPARTMENT OF BUILDING

70 Church Street, White Plains, New York 10601

Phone: (914) 422 - 1269 * Fax: (914) 422 - 1471

<http://www.ci.white-plains.ny.us/>

Building Complaint Form: *To be completed by Complainant and forwarded (via Email or fax) to Building Department for follow up.*

Date:

Name: _____

Address: _____

Phone: _____

Specific Instructions for CEO: _____

COMPLAINT SITE:

Site Address: _____ **Unit:** _____

Nature of Complaint: _____

ISSUE # 1: Violation Location: Violation Type:

Nature of Complaint: _____

ISSUE # 2: Violation Location: Violation Type:

Nature of Complaint: _____

ISSUE # 3: Violation Location: Violation Type:

*SAMPLE VIOLATION LOCATIONS:
Bedroom, Living room, Dining room, Attic,
Basement/Cellar, Front yard, Back yard, Side yard,
Driveway or Garage/Accessory Structure etc.*

*SAMPLE VIOLATION TYPES:
Work without permits, Over occupancy, Illegal
occupancy, Blocked emergency exits, Illegal storage,
No heat, No hot water, No extermination services or
Property Maintenance Issues etc.*

WPBD RESPONSE SECTION:

Reviewed By: _____ CEO Name: _____ Date: _____

Comment: _____

