



MONROE COUNTY PLANNING DEPARTMENT
 Monroe County Government Center, 501 N. Morton St., Suite 224
 Bloomington, IN 47404
 Telephone: (812) 349-2560 / Fax: (812) 349-2967

Please use a separate form for each complaint address, if submitting more than one complaint property.

Complaint Form

Please return the completed form to the Monroe County Planning Department. Fill out the contact information below. The complaint form is available in the Planning Department or on-line by visiting the Monroe County Government Website:
<https://www.co.monroe.in.us>

COMPLAINANT CONTACT INFORMATION

COMPLAINT CONTACT INFORMATION

Name: _____	Name: _____
Address: _____	Address: _____
City, ZIP: _____	City, ZIP: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

Date: _____

Summary of Complaint: _____

Please respond to the questions below, by circling a response, by filling in the blank or by checking the boxes in the table below and on page 2. The more information provided, the quicker review by the Planning Department.

- Have you contacted the Planning Department or other county departments? Yes OR No
 If yes, name the Department(s) _____
- Is the complaint causing imminent danger to the public or the environment? Yes OR No
 If yes, please explain _____
- What is the physical size of the complaint area? Less than 1 acre OR Greater than 1 acre
- Is the property located in an environmentally sensitive area (i.e., steep slope or near a waterbody, creek or sink hole)? Yes OR No
 If yes, please explain _____
- Who is most affected by this complaint (i.e. neighborhood, you, and/or the environment)?

- What is the duration of the complaint? _____

Office Use
 Zone _____, Inspector Initials _____, Case File _____, Status of Case _____
 Citizens may provide or attach supplemental information to the complaint form



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Complaint Categories: Please fill out the table below by circling the answers below in the correct category.

Operation of a Junkyard//Inoperable or Junk Vehicles//Outdoor storage of personal items, trash and debris	
Yes or No	Are the inoperable vehicles visible from the street (public right of way)?
Yes or No	Are the vehicles parked on the lawn or bare soil?
Yes or No	Are the vehicles parked on gravel, concrete or asphalt?
Please provide number of vehicles observed from street: _____	
Yes or No	Is trash or debris visible from the street?

Zones and Permitted Land Uses	
Yes or No	Is a land use inconsistent with the other uses in the neighborhood?
Yes or No	Is a commercial or business activity being conducted in a residential area?
Yes or No	Are there hours of operation concerns?
Yes or No	Is there excessive noise or machinery operation?
Yes or No	Is the activity being conducted by a public agency/utility or State of Indiana agency?
If yes, to the above question, which public agency/utility or State of Indiana agency: _____ _____	
Yes or No	Does the complaint involve any illegal activities, and if so have you contacted the Sheriff's Office?
If yes, to the above question, when did you contact the Sheriff's Office? _____ _____	
Yes or No	Does the complaint involve signage impeding sight distance for a driveway or access?

Land Disturbing Activities and Constructing Structures Without Permits	
Yes or No	Are permits posted and visible from the street?
Yes or No	Is there sediment or erosion leaving the site, on roadway, or adjacent property?
Yes or No	Does the complaint involve constructing a structure?
Yes or No	Does the complaint involve a building or structure that is too close to property lines or too tall for the area?
Yes or No	Is the activity one of these? (Circle) Residential Commercial Agricultural Industrial
Yes or No	Is the activity affecting karst (sink holes), riparian or eco sensitive areas?

Safety	
Yes or No	Is there evidence of chemical runoff or fluids leaving the site, on roadway, or adjacent property?

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