



Honey Brook Township

P O Box 1281
500 Suplee Road
Honey Brook, PA 19344-1281

Phone: 610.273.3970
Fax: 610.273.3909
Email: info@honeybrooktwp.com

Report an Issue or Concern

(Type or print clearly)

Your Name: _____

Address: _____

Phone # Home _____ Cell _____

Email Address: _____

Do we have permission to enter your property to view the issue? Yes _____ No _____

This Section is for you to describe the Issue or Complaint – Be Concise and Complete

Address of the Issue / Complaint _____

If the Address is not known, describe the location:

Property Owner (if known) _____

Occupants of the Property (if known):

Describe the nature of the issue or complaint in detail (attach additional pages if needed):

Your Signature: _____ Date: _____

This Section is for Township Use Only

Received By: _____ Date: _____

Parcel Number: _____

Assigned To: _____ Date: _____

Inspection by: _____ Date: _____

Inspector's Observation:

Inspector's Action:

1. No Violation / Issue Observed _____
2. Violation / Issue Observed and a "Compliance Request Letter" was mailed at request of the Manager on (date) _____ or discussed with _____ (Owner or occupant) on (date) _____. The letter allowed _____ days to correct.
3. NOV mailed to _____ Date: _____ with _____ days to correct.
4. Follow-up Inspection conducted on _____. Correction was completed.
5. Follow-up Inspection conducted on _____. Correction was **not** completed.
6. If an NOV did not result in the requested correction then discuss whether to issue a citation with the Township Manager. Follow-up action: _____

Final Disposition: _____

Complainant Informed of Disposition on (date) _____

By: _____