

# **Notice**

Effective November 8, 2011; any person(s) who believe a violation has been committed within the jurisdiction of the Hardy County Planning Office; **SHALL** fill out a complaint form and submit it to the Planning Office for review. No other forms of complaints will be accepted by the Planning Office. The Planning Office will review the complaint and determine whether or not it falls under any of the County ordinances the Planning Staff administers. If submitted complaint is within the jurisdiction of the Hardy County Planning Office, the staff will follow the ordinance regulations by which to bring all of those in violation into compliance.

It shall be noted that all citizens are treated the same in all cases, no exceptions! In addition, the enforcement arm of the ordinances and violations is the Hardy County Prosecuting Attorney and Sheriff.

**HARDY COUNTY PLANNING OFFICE  
204 WASHINGTON STREET  
MOOREFIELD, WV 26836  
TELEPHONE (304) 530-0257 FAX (304) 530-0258**

**COMPLAINT FORM**

I wish Hardy County Planning Office to investigate a situation that I believe may be a violation of the Hardy County regulations.

Description of situation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Violator: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_  
\_\_\_\_\_

In making this complaint, I understand that the matter may be litigated.

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\*Important - If at all possible, please provide photographs of the situation and date them. These can be used as evidence and also assist our office in locating the exact location as well as speed up our process.