



**SIERRA COUNTY  
DEPARTMENT OF PLANNING AND  
BUILDING**

P.O. Box 530  
Downieville, California 95936  
(530) 289-3251 FAX (530) 289-2828  
[building@sierracounty.ca.gov](mailto:building@sierracounty.ca.gov)

**FORM NUMBER**

**BD-25**

**COMPLAINT INVESTIGATION SERVICES REQUEST**

**Date:** \_\_\_\_\_

**Location and Property Owner Information of alleged violation:**

Street Address or Location of Violation: \_\_\_\_\_

Town or region: \_\_\_\_\_

Name of Property Owner (or tenant, if known): \_\_\_\_\_

Phone Number (if known): \_\_\_\_\_ Assessor' Parcel Number (APN): \_\_\_\_\_

For issues in the incorporated City of Loyalton please use the following contacts:

City of Loyalton 530-993-6750  
[ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com)

Complaint Type: Check categories that apply **AND** include details in space provided below.

- Construction without a permit
- Unsafe dwelling, dangerous building
- Grading or diversion of water flows without permit
- Home Based Business - Commercial uses in a residential zoning district
- Inoperable or junk vehicles
- Living in motor home/travel trailer/recreational vehicle
- Use permit, zoning, or other planning violations
- Site development, setback violations (the County does not enforce easement disputes)
- Septic system violations (check one)
  - Surfacing sewage, or strong sewage smell
  - Unpermitted installation, repair work or sewage disposal/discharge (RV & etc.)
- Lack of final inspection, using an unfinished or non-approved building or structure
- Solid waste accumulation: trash, junk, and debris
- Business related signs without a permit
- Other (fully describe below)

The Sierra County **Environmental Health Department** responds to complaints about environmental or public health conditions at restaurants, temporary food facility events (street fairs, festivals, etc.), public swimming pools, spills or improper storage of hazardous materials, underground tanks, or illegal dumping. Please contact them directly for environmental issues at: 530-993-6778 or [envhealth@sierracounty.ca.gov](mailto:envhealth@sierracounty.ca.gov)

Complaints about illegal marijuana grows, personal threats, trespassing, property theft or damage, or domestic disturbances should be directed to the **Sierra County Sheriff's Office** at: 530-289-3700.

**DESCRIBE THE VIOLATION IN YOUR OWN WORDS: (specific details required)**


**All complaints must be filled out completely and SIGNED by the reporting party.**

**LOCATION OF VIOLATION(S) Please complete the vicinity map.**

**Records of complaints are considered "acquired in confidence" consistent with Section 1040 Of the Evidence Code and Section 6254 of the Government Code.**

**YES, your identity as complainant IS CONFIDENTIAL**

Your contact information is CONFIDENTIAL and is NOT subject to Public Records Act requests. This information is required so the Code Enforcement Agent investigating the complaint may follow-up and contact you for more information and/or inform you of the results of the investigation and resolution of the matter.

**Generally, anonymous complaints will not be investigated**

For case status, call 530-289-3251 or e-mail to: [Building@sierracounty.ca.gov](mailto:Building@sierracounty.ca.gov)

**REPORTING PARTY INFORMATION (REQUIRED)**

**PLEASE PRINT THE FOLLOWING:**  County-initiated:

**Reporting Party Name:** \_\_\_\_\_

**Reporting Party Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This request will not be processed if not SIGNED and if the REPORTING PARTY NAME is not LEGIBLE  
Incomplete or insufficient information may delay or stop this investigation**