



Orange County Planning & Inspections Department

131 W. Margaret Lane, Suite 200, Hillsborough, NC 27278

919-245-2575 or planningapps@orangecountync.gov

Complaint and/or Inquiry Form

Inquiry Received by: _____ **Department/Division:** _____

Date: _____ **Time:** _____ AM PM

Received: Phone Email Letter In-person

Contact Information

Name: _____

Mailing Address (voluntary): _____

Phone: _____ **OR Email:** _____

Property Information Related to the Complaint and/or Inquiry

PIN: _____ **Permit Number:** _____

Property Address (or approximate location): _____

Please Provide Details Regarding the Complaint and/or Inquiry

Section Completed by Staff

Referred to: _____ **Department/Division:** _____

Date: _____ **Time:** _____ AM PM

Action Taken:

Additional Details:

- Technical Assistance _____
- Referral to other Department _____
- Referral to DAC Task Force _____
- Warning Notice _____
- Notice of Violation (NOV) _____
- Notice of Stop Work Order (SWO) _____
- Other _____

Signature _____

Date _____

Submit by email to planningapps@orangecountync.gov
Or in person at Orange County Planning Department
131 West Margaret Lane - 2nd Floor
Hillsborough NC 27278