

Clifton Township

361 State Route 435, Clifton Township, PA 18424
Phone: (570) 842-4272 Email: Clftwp@ptd.net

Process for Nuisance Ordinance Enforcement

1. Receive complaint by any or all of the following:
 - a. Signed and dated letter received at township office.
 - b. Complainant delivers issue in person at Township office to Secretary and/or Zoning/Nuisance Officer.
2. Zoning/Nuisance Officer does cursory drive-by inspection of property to verify complaint status and takes pictures of said reported nuisance.
3. Dependent upon inspection, the following occurs:
 - a. If issue is of a low level violation of an existing Nuisance Ordinance, such as high weeds, small amounts of trash, barking dogs, etc. (this level is determined by Zoning/Nuisance Officer), the property owner will receive a Warning Letter.
 - b. All other issues will be sent a Notice of Violation which involves time-sensitive issues, possibility of appeal, and possibility of civil action.

Ron Donati, CZO

Clifton Township Zoning & Nuisance Officer
(570) 842-2196

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COMPLAINT FORM FOR ZONING and CODE ISSUES

Complaint Policy: The Township is committed to enforce all Township codes. Complaints to the Township can have serious and possibly unintended consequences. Please consider carefully before registering complaints against fellow members of your community.

To assist the Zoning and Code Official(s) in enforcement we require complaints to be registered on this form.

Please identify the subject of the complaint by:

Name: _____

Address: _____

Telephone of property: _____

Relationship of complaint to subject: _____

Describe the complaint in detail, provide attachments if necessary:

In order to facilitate the investigation and any subsequent action we request the Complaint provide contact information. Complaints may result in proceeding that require witness testimony before the Zoning Hear Board, the Uniform Construction Code Appeal Board, and/or the Pennsylvania Courts. Anyone filing a complaint must understand this consequence. The Township may subpoena witness to testify in the matter. Due to limited staff, complaints registered without contact information may receive lower priority than other matters.

Complainant's Name: _____

Address: _____

Telephone: _____

Email: _____

Signature: _____ Date: _____