



City of Boerne Code Compliance  
 PO Box 1677  
 447 N. Main St.  
 Boerne, Texas 78006

830-248-1529  
[www.boerne-tx.gov](http://www.boerne-tx.gov)

## CODE COMPLIANCE INCIDENT REPORT

**Our Mission.....**to ensure that the City's ordinances, as determined by City Council, are observed by Boerne's citizens. These ordinances have been enacted to maintain health, safety and order, to ensure property rights and values, and to maintain the aesthetic quality of life that exists in Boerne.

**Our Customer Service Commitment to you:** We the Code Compliance staff of the City of Boerne pledge to you, our customers... That we will endeavor to work with you to insure that your project will meet the minimum level of safety, to provide excellent and prompt service, accurate information and timely attention to your needs. Furthermore, we pledge to be courteous, respectful, and attentive to any special needs you may have.

### Violation Location and Property Owner

Street Address:	
Additional location information:	
Name of Property Owner:	
Property Owner's Mailing Address:	Phone:

### Reporting Party Information

Reporting Party name:	
Mailing Address:	Phone:

### Complaint Type

<input type="checkbox"/> Trash and debris	<input type="checkbox"/> Substandard Housing
<input type="checkbox"/> Overgrown Vegetation	<input type="checkbox"/> Bulk Pickup
<input type="checkbox"/> Sign	<input type="checkbox"/> Building without a Permit
<input type="checkbox"/> Junk Vehicle	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other

### Nature of the Complaint:


Signature of Reporting Party	Date of Filing

### For Official Use Only

Received by:	Date Received:
<input type="checkbox"/> Photos <input type="checkbox"/> Letter sent   Date:	
Action Taken:	

Complainant notified: <input type="checkbox"/> Yes <input type="checkbox"/> No   Date:	Closure date:
UCCO notified: <input type="checkbox"/> Yes <input type="checkbox"/> No   Date:	