

TOWN OF MALDEN
P O Box 248, 204 W Moreland Avenue
Malden, WA 99149
Phone: (509) 569-3771, www.maldenwa.org
townofmaldenwa@gmail.com

Code Enforcement Citizen Action Request

Address of concern: _____

If you do not know the address, please identify the nearest intersection and specific description.

Nature of Concern-*Please be as descriptive as possible.*

Requester information - please print:

Your name: _____

Telephone: _____

Address: _____

Email: _____

Permission to enter and view/investigate concern from your Property? Yes No

Confidentiality Preference: Disclosure of information revealing your identity will depend on application of the public disclosure laws pursuant to the Public Records Act, Chapter 42.56 RCW, or other applicable statutes and whether violations are criminally prosecuted.

Initialing below indicates your preference to disclose your identity. Failure to initial will result in information being subject to disclosure.

By initialing 'Do Not Disclose' I am indicating that the disclosure of my name would endanger my life, physical safety, or property.

Initial: _____ Do Not Disclose.

Initial: _____ My identity may be disclosed.

Signature: _____ Date: _____

What is Code Enforcement? Code Enforcement is a Town program by which the rules governing the use of private property as adopted by the Town Council are enforced. These rules are intended to protect the public health, safety, and welfare of all citizens. The Town of Malden is responsible for enforcing the provisions of the Municipal Code, the Revised Code of Washington, Whitman County Building Department and Washington State Building Department laws and codes and other adopted regulations related to building codes, zoning, subdivisions, shorelines, and critical areas. The Town of Malden is also responsible for enforcing Whitman County Health Department and Washington State Health Department codes and laws. Adopted regulations also contain penalties that may be imposed when a property owner refuses to correct a cited violation.

Who may file a complaint and when may it be filed? Anyone may file a complaint report whenever they observe conditions and/or uses of property or structures that they suspect are improper or potentially hazardous. Knowledge of town ordinances is not required, Code Enforcement staff makes this evaluation. Misdirected complaints will be forwarded to a more appropriate department or agency.

What kinds of complaints does Code Enforcement handle? Below is a list of examples of the most common issues that Code Enforcement handles. The list is not exhaustive but gives a good example of what situations can be handled by a code compliance officer: outdoor storage of junk, garbage, or junk cars; accessory structures in required yards; vehicles parked in required yards; violations of minimum housing standards; excessive noise (during regular business hours); construction/demolition without permits; fire hazards and dangerous buildings

How is a complaint filed? Except where an immediate hazard exists, compliance actions begin with either a signed complaint or e-mail from a resident or public agency. The appropriate form for filing a complaint can be acquired by calling (509) 569-3771 or visiting the Town of Malden at 204 West Moreland Avenue. It is also available on our website at www.maldenwa.org. You can submit the complaint to the address above.

What happens once I've submitted my written complaint? Except for issues where an immediate threat to health and safety exist, initial action on your complaint will normally begin within 24 hours of receipt of the complaint. An inspection of the site will normally occur within 1 or 2 days. However, evidence of the initial actions may not be immediately apparent as actual resolution of the issue can take weeks, months, and sometimes longer, depending on the complexity and legal ramifications.