



Town of Zebulon

Planning Department

1003 N. Arendell Avenue, Zebulon, NC 27597
Phone: (919) 823-1810 Fax: (919) 269-6200
www.townofzebulon.org

CODE ENFORCEMENT COMPLAINT

PART 1. Violation Details

Address of Violation

Type of Violation

- ☐ Junked/ Abandon Vehicle ☐ Zoning Violation ☐ Trash, Debris & Rubbish ☐ Animal Cruelty
☐ High Grass & Weeds ☐ Minimum Housing ☐ Illegal Sign ☐ Other (Please explain below)

Details of Violation:

PART 2. Contact Information

Please indicate if you wish to remain anonymous:

Name

Email

Telephone Number

Desired form of response:

- ☐ Phone ☐ E-mail

☐ Citizen

☐ Town Employee

☐ Officer

For Office Use Only

Date Received:

Date Closed:

For questions or interpretations contact:

Tyler Karshner
Code Enforcement Officer
919-823-1816
tkarshner@townofzebulon.org

Ted Hagan
Code Enforcement Officer
919-823-1812
thagan@townofzebulon.org

General Violation or Nuisance Info:

Please submit this form to a planning staff member as soon as possible when you observe a violation that is an eminent threat to the public health, safety or welfare and as such requires prompt action. All others should be brought to Town Hall in a timely fashion.

Immediate Action Items are:

- (1) Removal of obvious safety hazards on public right-of-ways (i.e. – posted signs or banners that block sight distance at roadway intersections, trash, debris and rubbish deposited in travel lanes that impede traffic).
- (2) Removal of all signs posted on either BellSouth or Duke Energy utility poles.
- (3) Reporting to Police Department unlawful food vendors and/or itinerant merchants who are either setting-up or in the process of moving their products to set-up in Town.
- (4) Reporting to the Police Department any disabled, Junk or abandon vehicles on the public right-of-way.

Junked or Abandon Vehicle:

Any motor vehicle (motorcycle, Boat, airplane, etc.) or portion thereof within the town limits that is obviously in disrepair and/or unable to move under its own power, or any motor vehicle that does not have a valid license plate or inspection sticker. If the vehicle is abandoned on a public right-of-way or public alley contact the Police Department to investigate and/or tow it away. If a vehicle is junked or abandon on private property contact the Planning Department.

High Grass and Weeds:

Any private property within the corporate limits that has grass and/ or weeds that exceed 12 or more inches in height.

Trash, Debris and Rubbish:

Any gathered pile or collection of household trash, construction debris, refuse, rubbish, discarded appliances, furniture, ect. that has accumulated on private property or public right –of-way that can be obviously attributed to a private property owner within the corporate limits.

Signs:

Any sign within the corporate limits or ETJ that is nailed, stapled, tied, screwed or somehow fastened to a utility pole (either CP & L or Bell South), NCDOT traffic control structure or stop sign can be removed immediately. Political signs on the public right-of-way or utility poles can also be immediately removed. For Sale, Rent or Lease Signs located entirely on private property may remain.

Zoning Violations:

Any new home construction, addition or major renovation noticed within the corporate limits or ETJ going on without a building permit. Particularly notice the movement and setting-up of mobile or modular homes in Zebulon's jurisdiction; or the placement or construction of accessory buildings (with any dimension over 12 feet or car ports on any private property.

Open Air Food Sales or Itinerant Merchants:

Any for-profit food vendor that operates from a parked vehicle or mobile cart or any salesperson who carries their product from door-to-door or place-to place in order to generate sales should be reported to the Police Department. Non-profit, 501(c) 3 and church groups may be allowed if they have a valid permit by the Planning Department.

Animals:

Look for any animal cruelty cases where animals are left outside without water or shelter, and any animals at-large that may be strays. Contact Wake County Animal Control Directly at (919) 250-1475