



TOWN OF VERNON

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OFFICE OF THE
BUILDING DEPARTMENT

BUILDING DEPARTMENT COMPLAINT POLICY

It is a requirement of the Town of Vernon Building Department as well as the North Central District Health Department (NCDHD) that any complaint received from an individual about their rental unit requires that the individual notify the owner, in writing, of the issue giving reasonable time to fix the problem. A copy of this notice must be submitted with the complaint form.

It is not the responsibility of the Building or Health Department to notify a landlord of any problems, only to make sure that the problems related to Health and Safety are properly dealt with once they have been notified.