



COUNTY OF LEXINGTON COMMUNITY DEVELOPMENT DEPARTMENT

212 South Lake Drive, Ste. 401, Lexington, SC 29072 Phone: (803)785-8121 Fax: (803)785-8188

Email: CDCustomerService@lexingtoncounty.sc.gov

VIOLATION COMPLAINT FORM

Do you wish to remain anonymous? Yes ____ No ____

****Disclaimer:** If you wish to remain anonymous, please skip to SECTION II – VIOLATION LOCATION. If you choose to remain anonymous you will **NOT** be contacted regarding the status of complaint.

SECTION I – COMPLAINANT INFORMATION

- *Complainant Name: _____.
- *Complainant Address: _____
- *Complainant Telephone Number: _____
- *Complainant Email: _____

SECTION II – VIOLATION LOCATION (For multiple locations, you will need to fill out a separate form for each location)

- *Violation Address/TMS Number (We must be able to find the location):

***SECTION III – NATURE OF COMPLAINT (Please be specific as possible. Include any supporting documentation/photos):**

IT IS MY DESIRE TO FILE A FORMAL COMPLAINT REGARDING THE ABOVE-MENTIONED ISSUE AND LOCATION:

SIGNATURE: _____ ***DATE:*** _____

**Indicates required fields that must be completed. Incomplete or inaccurate information may limit our ability to fully address the situation.*

VIOLATION COMPLAINT GUIDELINES

Thank you for submitting your complaint. It will be forwarded to our Community Development Department, where staff will review it for compliance. Code complaints are investigated in the order they are received. If a violation is found, the property owner is typically issued a 30-day notice to comply. However, each case is evaluated individually, and deadlines may vary depending on the circumstances. If progress toward compliance is evident, extensions may be granted. Due to the high volume of complaints and the need for staff to conduct field

inspections, updates may not be immediate, but we will provide them as soon as possible.

If the property complies with Lexington County Ordinances, the case will be closed. If there is no response after the initial deadline, the matter will be referred to the Lexington County Sheriff's Department Code Enforcement Division. It is then up to the responding officer to determine whether to issue a Uniform Ordinance Summons or grant additional time for compliance.

Please allow 15–20 business days for your complaint to be reviewed and investigated. We appreciate your patience and understanding as we work to resolve issues across Lexington County.