

INSTRUCTIONS FOR FILING AN INVESTIGATION REQUEST FORM

How do I file an Investigation Request?

All inspections begin with a written complaint, submitted online or by mail or fax. This form can be used to request an inspection of your property to identify weeds and give advice on control or for concerns about another property with noxious weeds.

What if my complaint is about weeds on the County's right-of-way or City property?

All complaints concerning noxious weeds growing on City, County, State or Federal property will be referred to the appropriate agency. You will be notified which agency received your complaint along with information on how you can contact them to ensure the matter is resolved in a timely manner.

What steps are taken after you receive my Request?

1. The Inspector will go to the site in question to determine if a violation exists.
2. If noxious weeds are found growing on the property, the landowner will be notified in writing.
3. A reinspection of the site is made to determine if any control work has been done.
4. If no control is evident, a determination will be made as to the severity of the noxious weed problem. If the amount of growth, type of weed and location warrants, an Enforcement Notice will be sent requiring control in a specific amount of time.

If the infestation is not significant, easily controllable and/or not a threat to neighboring property owners, a reminder notice will be sent to encourage the landowner to take care of the weeds.

5. If this is a request for your own property, an inspector will contact you to make an appointment to meet with you on-site. Or, they can look at your property and call you with their assessment if you are not available.

How will I know if anything is being done on my Request Form?

All complaints are acted upon in the order received. Once your area of concern has been inspected, our office will contact you with information on what was found and what action, if any, will be taken.

NOXIOUS WEED INVESTIGATION REQUEST

Date: _____

Is this a request to identify weeds on your property? Yes _____ No _____

Address of Noxious Weeds:

If no address is available, please provide accurate description:

Property Owner's Name (if known): _____

Noxious Weeds Found (if known): _____

THIS SECTION MUST BE COMPLETED FOR US TO ACT ON THIS MATTER

Do you wish for this investigation request to remain confidential? Yes _____ No _____

Your name _____

Your Address _____

City, State, Zip _____

Daytime Phone Number _____

Email Address (not required) _____

May we enter your property to view the noxious weeds if necessary? Yes _____ No _____

Comments:

*Please mail or fax to the Spokane County Noxious Weed Control Board
222 N. Havana, Spokane, WA 99202
Fax: (509) 477-2675*