

Bylaw Enforcement Complaint

Please fill out the following form and submit your complaint to bylawservices@rdn.bc.ca or our online portal at <https://cv.rdn.bc.ca/NanaimoPortal>

Some issues may not be within the jurisdiction of the RDN. Please read the following four points BEFORE submitting your complaint. .

1. **Animal Control (dogs):** This service is mostly contracted to Coastal Animal Control Services (CACS), 1-888-754-1397 or cacs@telus.net. Unless this is a barking dog in Electoral Area A, B, or C, in which case, fill this form out and submit it to the RDN.
2. **Illegal dumping:** If illegal dumping has occurred on the road or roadside, contact Mainroad at 1-877-215-6006. If illegal dumping has occurred on private property, please fill this form out and submit it to the RDN.
3. **Parking or traffic complaints:** In the Regional District of Nanaimo (RDN), the roads are under the authority of the Ministry of Transportation and Transit (MOTT), 250-751-3246. If a vehicle is uninsured or illegally parked, it may be a violation of the Motor Vehicle Act, therefore, contact the RCMP. The RDN does not regulate or maintain the roads.
4. **Septic or sewage concerns:** Septic systems are regulated by Island Health, 250-755-6215 (Nanaimo area) or 250- 947-8222 (Parksville area).

LOCATION OF THE OFFENCE

House Number: (If assigned)		Road Name:	
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Legal Description, PID or description of property (if an address not assigned):	
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COMPLAINANT INFORMATION

Please ensure you complete this section as anonymous or third-party complaints of alleged bylaw infractions may not be acted upon. Personal information collected on this form is collected for the purposes of processing a complaint, for administration and enforcement. The personal information is collected under the authority of the *Local Government Act*, the Regional District's Building Bylaw and pursuant to section 26 of the *Freedom of Information and Protection of Privacy Act*.

First Name:		Last Name:	
Mailing Address:		City/Prov:	
Email:		Tel:	
		Postal Code:	
		Cell:	

COMPLAINT DETAILS

Please describe the nature of your complaint and the evidence of the alleged bylaw infraction:	
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Please describe the impact the alleged bylaw infraction has on you:	
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Please describe the steps you have taken to resolve the matter:	
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