



TOWNSHIP of MONTGOMERY

SOMERSET COUNTY

DEPARTMENT OF HEALTH

Also serving the Boroughs of Hopewell, Pennington, & Rocky Hill

2261 Route 206 Belle Mead, New Jersey 08502

Phone: 908-359-8211 Fax: 908-359-4308 Email: Health@twp.montgomery.nj.us

June 1, 2015

MONTGOMERY TOWNSHIP

PROCEDURES FOR THE INVESTIGATION OF A PUBLIC HEALTH NUISANCE COMPLAINT

- Complaints may be phoned in to 908-359-8211, x227, or emailed to health@twp.montgomery.nj.us
- Examples of public health nuisance complaints (i.e. not posing an immediate danger to public safety) would be: weeds/high grass, debris/garbage, property maintenance.
- First the Health Department will check the block & lot folder of the complaint location to see if the property has a history of complaints or violations.
- A site visit will be conducted within 72-hrs to check the validity of the complaint. A camera is typically brought along to document findings.
- Examples of urgent complaints would be: septic back-ups, septic break-out onto ground surface, & no heat or hot water in a rental unit. They are investigated within 24-hours.
- If the complaint is determined to be not valid, it is closed out.
- If violations are observed, the property owner of record is sent a Notice of Violation letter (N.O.V.) explaining our findings & what corrective actions must be taken. The letter shall give a target date of when the remediation must be completed. Ten (10) business days is a standard time, but based on the severity of the problems, can be adjusted case to case. A lot will depend on how much of an immediate public health threat is posed by the problems.
- Once the violation(s) are abated, the complaint is closed. If a property owner fails to come into compliance, fines and penalties as set forth in state and local regulations can ensue.
- Copies of all completed complaints are kept at Montgomery Health Department for filing.