



PHILADELPHIA POLICE DEPARTMENT  
**SANITATION VIOLATION REPORT**

Mail, FAX or deliver this form to your local police district. If you don't know what district is responsible for this location, you can find out by studying the District Locator that is available on the Philadelphia Police Department's web site located at <http://www.ppdonline.org/>.

**INSTRUCTIONS:**

Complete this form to the best of your ability. When completed, mail or fax this form to the Sanitation Enforcement Team using the information provided above. Please include as much information as you can so that we may expedite the enforcement effort. Incomplete forms or unreadable writing will complicate the processing of your report and may result in delays in responding to your complaint. An online version of this report form is available for electronic submission of this data. It is available on the Internet at: <http://www.ppdonline.org/>. All reports, regardless of their origin, must be physically investigated by a police officer before we can act on this complaint. If desired, you may attach a photo or other imagery of the area to aid our identification and response efforts.

**REPORTS SUBMITTED WITHOUT A NUMERICAL STREET ADDRESS MAY BE SUBJECT TO SIGNIFICANT PROCESSING DELAYS.**

**DO NOT WRITE IN THIS SPACE**

DATE RECEIVED: \_\_\_\_\_

PHONE  E-MAIL  MAIL  OTHER: \_\_\_\_\_

INTAKE PERSON: \_\_\_\_\_

PAYROLL NUMBER: \_\_\_\_\_

CONTROL NUMBER: \_\_\_\_\_

**OFFENDER INFORMATION**

NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ APARTMENT: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

HAS THIS OFFENDER BEEN REPORTED TO POLICE BEFORE? WHEN? \_\_\_\_\_

No  Unknown  Yes:

**OFFENSE LOCATION — NUMERICAL STREET ADDRESS ONLY**

**EXACT** STREET ADDRESS WHERE VIOLATION IS LOCATED: ( NO INTERSECTIONS ) \_\_\_\_\_

On Street  Driveway  Sidewalk  
 In Park / Woods  Vacant Lot  Other: \_\_\_\_\_

DISTRICT \_\_\_\_\_

DESCRIBE ACTIVITY, REFUSE AND TIMES OF OCCURRENCE: ( Give us details. For example, vehicles used, tag numbers, offender descriptions, time that activity occurs, etc ) \_\_\_\_\_

**NATURE OF REFUSE**

- |  |  |   |  |  |
|--|--|---|--|--|
| <input type="checkbox"/> Construction Debris<br>(building materials, bricks, etc.)               | <input type="checkbox"/> Household Trash<br>(common trash and garbage)   | <input type="checkbox"/> Machinery / Appliances<br>(machinery & appliances)                     | <input type="checkbox"/> Hazardous Waste<br>(chemicals, drums, containers with unknown substances) | <input type="checkbox"/> Litter<br>(miscellaneous small items consistent with everyday litter) |
| <input type="checkbox"/> Garden Waste<br>(grass, tree and yard trimmings, compost, leaves, etc.) | <input type="checkbox"/> Tires<br>(only check if tires are being or have been dumped in quantity. Otherwise, check "Auto Parts") | <input type="checkbox"/> Auto Parts<br>(engines, body parts, not abandoned autos or tire dumps) | <input type="checkbox"/> Biological Waste<br>(animal feces, animal carcasses, medical waste, etc.) | <input type="checkbox"/> Other (please identify)   |

**THE INVESTIGATIVE PROCESS**

Sanitation complaints are those incidents where the disposal of refuse or debris is contrary to the specifications outlined in the Philadelphia City Ordinances, Pennsylvania Crimes Code, or applicable federal law. The offenses covered by the Philadelphia Code are listed on the reverse or page two of this form. You are encouraged to refer to them prior to reporting an alleged sanitation violation.

After we receive your complaint, it will be forwarded to a specially trained and empowered police officer who is charged with investigating and enforcing the city's sanitation regulations. If, following this officer's investigation, a violation is deemed to exist, the offender may be given a warning or issued a violation notice. In either event, the violator will be required to correct the condition and comply with the law.

Please include as much information as you can on this report. Incomplete or inaccurate information will delay processing of this report and may compromise our ability to quickly and effectively respond to this complaint. We request that you provide us with your name and contact information so that we might contact you if we have any questions. Please be assured that your personal information will be kept strictly confidential and will not be released by us except as required and permitted by law.

**CONFIDENTIAL — CONTACT INFORMATION IN CASE WE HAVE QUESTIONS — OPTIONAL**

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

I certify that the information provided by me is true, complete and correct to the best of my knowledge and is made in good faith. I understand that if I make any misstatement I am subject to criminal prosecution and other penalties as may be prescribed by law, ordinance, or regulation.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## SANITATION VIOLATION LISTING \*

<b>Violation Section</b>	<b>Description of Violation</b>
7-301	High Weeds, Overgrown Hedges & Bushes
7-302	Not Removing Waste Matter/Refuse From Property
9-604 (4)(5)(6)	Hauler Not Licensed
9-604 (7)(a)(i)	Dumpster Lid Not Metal, Not Secure, Leaking
9-604 (7)(a)(ii)	Dumpster Not Marked with Hauler's Information
9-604 (7)(a)(iii)	Dumpster Not Painted; In Need of Repair or Cleaning
9-604 (7)(a)(iv)	Dumpster Ledger Not Maintained or Incomplete
9-604 (8)(d)	Dumpster Not at Licensed Location/Blocking Drive
10-105	Violator Lets Dog Defecate on Others Property
10-110	Feeding Pigeons on City Sidewalks and Public Places
10-400 (B)	Refuse Collection which Creates Noise in Residential Sites is Prohibited Between 9 PM and 7 AM Without Prior Written Permission.
10-608	Public Urination or Defecation
10-702	Littering in Public Places
10-703	Improper Placement of Litter in Receptacles
10-704 (1)	Sidewalk Not Kept Litter Free
10-704 (2)	Business Trash Receptacle Not Supplied
10-705	Litter Swept Into Gutter
10-706	Litter Thrown From Vehicles
10-707	Trucks Losing Dirt or Dragging Dirt Into Street
10-708	Littering In Parks
10-709	Litter Dumped Into Rivers or Streams
10-710	Illegal Dumping
10-711	Placing Commercial/Non-Commercial Handbills on Vehicles
10-712	Dropping Litter From Aircraft
10-713	Dumping Trash or Debris on Private Property
10-714 (1)	Private Premises Not Kept Litter Free
10-714 (2)	Private Receptacles Not Litter Free
10-715	Dumping on Vacant Lots
10-716 (1)	Notice to Remove & Dispose of Litter
10-716 (2)	Failure, Neglect or Refusal to Remove Litter
10-716 (3)	Cost of Refuse Material to be Charged to Property Owner
10-716 (4)	Non-Payment of Refuse Material Removal Fee Within 30 Days Constitutes Lien.
10-717 (1)(a)	Trash Set Out Too Early (before 6PM preceding night)
10-717 (1)(b)	Excessive Weight or Volume
10-717 (1)(c)	Refuse in Improper Container
10-717 (1)(d)	Failure to Arrange for Private Collection (for Apartment Complex owners of facilities with more than six apartments)
10-717 (4)	Trash Not Securely Bundled
10-720	Failure to Clear Snow within 6 Hours After End of Snowfall
10-722 (1)(a)	Dumpster Being Serviced by Non-Licensed Hauler
10-722 (1)(b)	Dumpster Not Licensed
10-722 (1)(b)(i)	License or Sticker Not Displayed For Public Right-of-Way Dumpster
10-722 (1)(c)	Dumpster on Private Property Not Enclosed or Visible From Footway
10-722 (1)(d)	Business Not Equipped With Garbage Grinder
10-722 (1)(e)	Non-Grindable Garbage Not Properly Bagged
10-722 (1)(f)	Dumpster Not Emptied Frequently Enough
10-722 (1)(h)	Dumpster Not Marked With User Information
10-801	Refrigerator Abandoned with Doors Attached
10-1402	Tailgating (gatherings/parties) at automobiles
13-602	Discharge of Harmful Materials Into a Sewer

\* Please note that this ordinance list is subject to change, deletion or addition without notice. For current information, consult with your Police District's Sanitation Enforcement Officer or visit the Philadelphia City Code online available through the City of Philadelphia web site at <http://www.phila.gov/> or through the Philadelphia Police Department web site at <http://www.ppdonline.org/>.