

Noise Complaint Witness Reporting Package

Pursuant to City of Vaughan Noise Control By-law

The City of Vaughan's Noise Control By-law supports a healthy, safe and peaceful environment by minimizing disruptive or harmful noise. The by-law aims to balance the needs of a vibrant city with the right of individuals to enjoy reasonable quiet. By regulating excessive noise, the by-law contributes to the overall social, economic and environmental well-being of the community.

By-law and Compliance, Licensing and Permit Services Municipal Law Enforcement Officers can only take action on noise complaints if there is evidence of prohibited or excessive noise. If enough evidence exists, warnings, education letters, penalty notices or Provincial Offences charges may be issued to the person(s) responsible for the offensive noise.

Detailed and consistent reporting from witnesses greatly assists officers in creating a case and addressing persistent noise issues and residents who are being disturbed must be willing to participate in this process. It is difficult for the City to assist in ending the disruptive noise without witness participation.

The first step in the noise reporting process is for a witness to complete and submit a Noise Complaint Witness Statement and Noise Reporting Form. A Municipal Law Enforcement Officer will review the information and notify the witness if they can proceed with enforcement action against the person(s) responsible for the noise. If the person appeals the penalty, you may be required to provide additional witness testimony.

Please note that a witness's name, address, and phone number will remain confidential when a complaint is received. However, if a penalty notice is appealed or the matter proceeds to Provincial Offences Court, a witness may be required to appear and witness information may become part of the public record. **It is unlikely that a penalty notice or charge will be affirmed without the witness participation.**

Completed Noise Witness Statements and Noise Reporting Forms must be submitted to By-law and Compliance, Licensing and Permit Services by email to bylaw@vaughan.ca, or in person or by mail to 2141 Major Mackenzie Dr., Vaughan, ON L6A 1T1.

If you have any questions regarding noise complaints or submitting Noise Witness Statements and Noise Reporting Logs, please contact bylaw@vaughan.ca.



**BY-LAW AND COMPLIANCE,
LICENSING AND PERMIT SERVICES**

Noise Complaint Witness Statement

Pursuant to City of Vaughan Noise Control By-law

SECTION 1 CASE INFORMATION

Case file number and/or officer name (if known):

SECTION 2 WITNESS INFORMATION

Witness full name:

Witness mailing address:

Witness email:

Witness phone:

SECTION 3 NOISE INFORMATION

Address noise originates from:

Describe the type and intensity of the noise that is occurring
(Example: loud music and low frequency humming sound, etc.)

Describe where the noise is originating from on the property and how you identified the location.
(Example: Noise is coming from the shed in the back yard. I listened from the adjacent property)

Describe where the sound can be heard on your property
(Example: I can hear when I am outside and inside my house)

Describe the time and duration of the noise. If noise has happened more than once, complete separate noise reporting form.
(Example: Noise occurs consistently from 7pm to 7am every day of the week)



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SECTION 4 HISTORY AND IMPACT

How long has the noise been a concern?

(Example: For the past 3 months)

Have you told the person making the noise or the property owner about your concerns. What was the result?

(Example: I spoke with the property owner a year ago and he said he'd talk to the tenant. The noise never stopped)

Describe how the noise affects your quality of life and what changes have you made to mitigate the effects?

(Example: The noise has disrupted my sleep and caused stress and fatigue. I have tried using earplugs, white noise, and adjusting my schedule)

SECTION 5 - DECLARATION

1. I declare that the information and evidence provided in this submission are true and complete to the best of my knowledge and belief. I understand that providing false or misleading information may affect the outcome of the investigation.
2. I understand that the evidence provided may be used in an Administrative Penalties or Provincial Offences proceedings and I may be required to appear as a witness or provide additional information.

Signature:

Date:

Personal information on this form is collected in accordance with the Municipal Act, 2001 as amended and will be used to investigate noise complaints. Questions about this collection should be directed to the Manager of Enforcement Services, By-law and Compliance, Licensing and Permit Services, 2141 Major Mackenzie Dr., Vaughan, ON L6A 1T1, or 905-832-2281.



**BY-LAW AND COMPLIANCE,
LICENSING AND PERMIT SERVICES**

Noise Reporting Form

Pursuant to City of Vaughan Noise Control By-law

Noise location address:				
Date	Start time	End time	Description of noise	How were you disturbed?
1. I declare that the information and evidence provided in this submission are true and complete to the best of my knowledge and belief. I understand that providing false or misleading information may affect the outcome of the investigation. 2. I understand that the evidence provided may be used in an Administrative Penalties or Provincial Offences proceedings and I may be required to appear as a witness or provide additional information.				
Witness name:			Date:	
Witness signature:			Witness email:	
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