

Odour Investigation Request

Should you wish to lodge an odour investigation request, please complete and return the enclosed 'Odour Nuisance Investigation Request Form' and accompanying 'Log Sheets', so that the City can investigate your concerns.

It is important that you accurately record the odour nuisance as it affects you, providing as much information as possible. This information should also identify the source of the odour (at least the property address). It is recommended that you record the odour disturbances on the attached 'Log Sheets' for the time period specified for that particular type of odour. This information will then be used to determine the nature of the odour and possibly identify a pattern of the times and days the odour typically occurs. Details provided will then assist the Environmental Health Officer to investigate your odour issue.

Enclosed in this package:

1. Odour Nuisance Investigation Request Form (to be completed and returned)
2. Log Sheet(s) (to be completed and returned)

Please Note:

The City receives a large number of requests relating to odour issues and these are dealt with in order of priority.

In some cases, legal action may be necessary to resolve an odour problem. In such cases the evidence of persons affected by the odour may be vital to achieving a successful outcome. Anyone making an odour complaint should be aware that they may be required to give evidence in Court should the need arise.

A mediation service is provided by the Citizens Advice Bureau and may be recommended by the City.

The City is subject to the Freedom of Information Act 1992.

The City will not commence investigation of your request until the Odour Investigation Request Form is completed and returned with completed odour log sheet. Odour logs should be a minimum of 14 days' worth.

Return Options

Email:

info@armadale.wa.gov.au

In person:

7 Orchard Avenue Armadale

Post:

City of Armadale
Locked Bag 2 Armadale
Western Australia 6992

Odour Nuisance Investigation Request Form

Your Contact Details

Name:			
Address:			
Phone:	(H)		(M)
Email:			

Property of Concern

Address:			
Name of Person: (if known)			
Description of Issue:			

Further Information

Experience has shown that in order to maintain harmonious relationships, it is better to contact the person causing the odour before asking the City to become involved.

Have you attempted to resolve this matter yourself prior to contacting the City? Yes No

If yes, what was the outcome?	
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Declaration

I acknowledge that:

1. The City is subject to the Freedom of Information Act 1992
2. All odour complaints will be dealt with in order of priority
3. Should legal action be necessary I may be required to give evidence in Court
4. The City will not commence investigation of your request until this form is completed and returned, together with a completed log sheet (attached).

Signed: _____ **Date** _____

Odour Log Sheet - Your Address:

Date	Time		Duration	Type of Odour	Description of Odour Disturbance
	Start	Finish			
eg: 06/01/2024	0900	0930	30 mins	Strong diesel smell	Could smell odour from inside my home in kitchen and bedrooms

- Note :**
- 1. The City is subject to the Freedom of Information Act 1992
 - 2. All odour complaints will be dealt with in order of priority
 - 3. Should legal action be necessary I may be required to give evidence in Court
 - 4. The City will not commence investigation of your request until the log is completed and returned.
(odour logs should be a minimum of 14 days worth)

Odour Log Sheet - Your Address:

Date	Time		Duration	Type of Odour	Description of Odour Disturbance
	Start	Finish			
eg: 06/01/2024	0900	0930	30 mins	Strong diesel smell	Could smell odour from inside my home in kitchen and bedrooms

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