



**CODE ENFORCEMENT &  
PROCESSES**

Mayor and Council  
Meeting  
September 10, 2025



# RECAP OF JANUARY 8, 2025 ALLEYS PRESENTATION

- Presentation on challenges and current state of alley clean ups in the City
- Public education video and information
- Presented 2024 data (partial) for blight crew
- Received input from Mayor and Council





# DOUGLAS MUNICIPAL CODE – CODE ENFORCEMENT

## Chapter 8.32 - NUISANCES, LITTER, ABANDONED OR JUNK VEHICLES

- 8.32.010 - Purpose; scope.
- A.The purpose of this chapter is to promote the health safety, economic, aesthetic, and general welfare of the citizens of the City, and to protect neighborhoods against nuisances, blight and deterioration by establishing requirements for maintenance of all building exteriors, whether residential or nonresidential, or structures of whatever kind, and establishing requirements for the maintenance of all land, whether improved or vacant.
- B.This chapter shall apply to all buildings, structures, and lands within the City without regard to the use, the date of construction or alteration.
- (Ord. 826, § 1, 2003)





# CURRENT ENFORCEMENT DATA

## 01 Education, Marketing and Enforcement

Current State: Ongoing efforts with enforcement and education. Have marketed informational videos to the public and ongoing verbal and written education to property owners of their responsibilities outlined in Douglas Municipal Code. Our goal is to obtain voluntary compliance to avoid violation notices and citations.



## 02 A big challenge to our code enforcement efforts is absentee and/or deceased owners.

Current State: There are many vacant/abandoned buildings and/or vacant parcels in the City – some of them are being used by homeless people/squatters, most often without utilities services which leads to accumulation of trash/debris/junk.





# CURRENT ENFORCEMENT DATA



## Alley and Right-of-Way Cleanup

We continue to have challenges with property owners maintaining their alleys and adjacent ROW's – the expectation is that the City will maintain. We continue to receive complaints/requests for alley and adjacent ROW cleanups.



## Illegal dumping

There is quite a bit of illegal dumping occurring in vacant parcels and/or “abandoned” properties. Challenge in enforcement, as it is difficult to determine and assign responsibility for the dumping. The City ends up assuming the cost of clean up and trash disposal.



# CODE ENFORCEMENT STATISTICS

## JANUARY-JULY 2025

**162**

Violation Notices  
issued

**05**

Citations  
Issued

**246**

Verbal Contact  
Voluntary  
Compliance

**195**

Vehicle Tow  
Stickers

**16**

Working  
Without  
Building  
Permits

**78**

Alley  
Cleanups

**79**

ROW, Ditch,  
Graffiti  
Cleanups





# COMMUNITY SERVICE OFFICER - DPD

## JANUARY-JULY 2025

**195**

Vehicle Tow  
Stickers

**08**

Traffic  
Accidents

**51**

Parking  
Violations

**06**

Criminal  
Damage

**02**

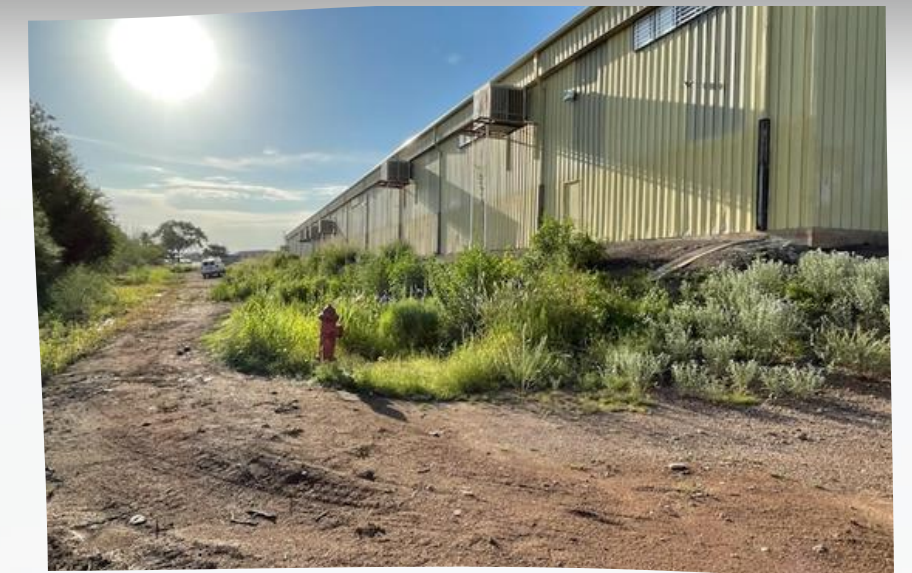
Burglaries &  
Thefts

**08**

Vehicles  
Towed

**30**

Escorts





# Code Enforcement Process

Property owner/tenant,  
owner of inoperable  
vehicle, person illegally  
dumping

Violation notices are  
mailed to the property  
owner (info obtained from  
Cochise County  
Recorder/Assessor  
records)

Attempt to  
make in-  
person  
contact

Allow  
reasonable  
time for  
voluntary  
compliance

Send violation  
notice, if timely  
voluntary  
compliance not  
obtained

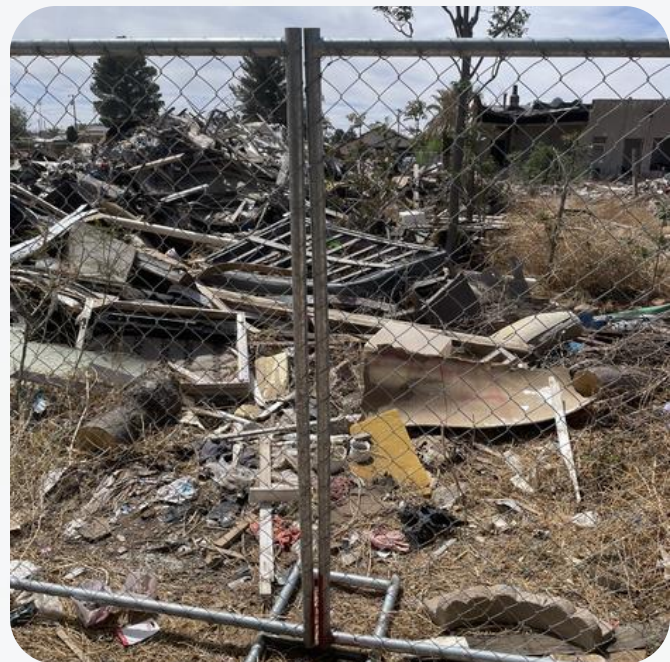
Issue Citation  
(court  
appearance) if  
violation/non-  
compliance  
persists

Determine  
internally  
whether to  
begin the  
abatement  
process

CE Officer will work  
with people to abate  
the violation/non-  
compliance

CE Officer coordinates  
with Judge's office to  
schedule a hearing prior  
to issuing the citation  
(hearing information must  
be included in citation  
notice)

Legal process to enter  
private property to  
remediate/cure existing  
violations.





# ABATEMENT PROCESS (IF NON-COMPLIANT AFTER COURT CITATION) DMC 8.32.310

- City decides to abate (Admin, M&C, staff)
  - By address (if structure); or parcel number (if vacant land)
- Request limited title report from Pioneer Title Co. (\$400 per property)
  - Assess report to ensure abatement is in best interest of City
- Prepare Abatement Notice to property owner and include list of existing violations.
  - Send by certified mail
- Post 30-day Abatement Notice on property(s) and provide courtesy notification of intended abatement to neighboring properties.





# ABATEMENT PROCESS (CONTINUED)

\* Emergency abatement follows a different process. Emergency abatement must meet criteria outlined in DMC 8.32.300

**OWNER HAS 15 DAYS TO REQUEST HEARING TO APPEAL CITY'S DECISION TO ABATE**



If appeal is requested, it must be scheduled within 7 days of request

The 30-day timeframe is suspended during this process

**IF APPEAL IS NOT REQUESTED, PROCEED WITH ABATEMENT WHEN 30 DAYS ARE UP.**

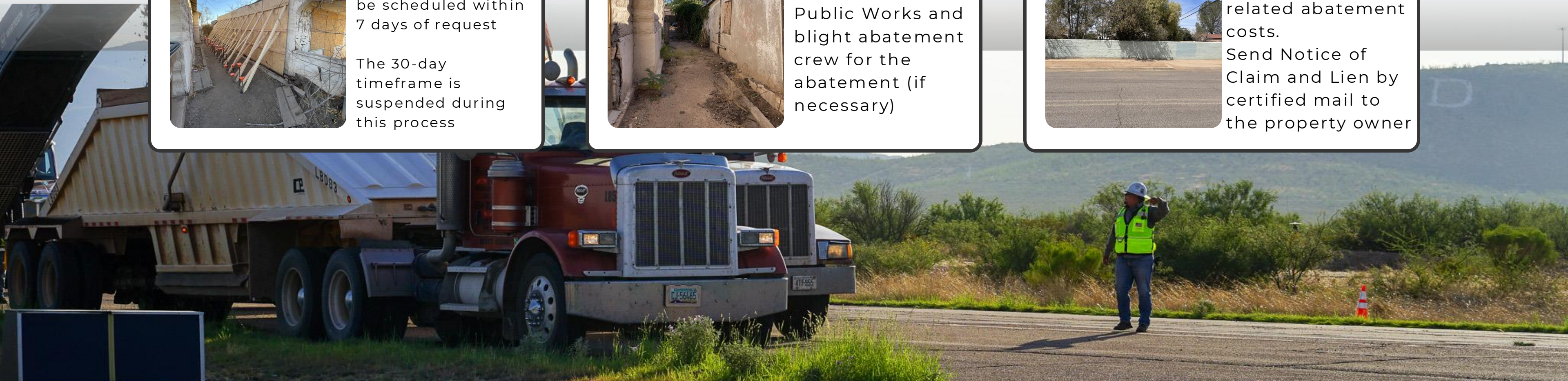


Code Enforcement coordinates with Public Works and blight abatement crew for the abatement (if necessary)

**PREPARE AND RECORD WITH COCHISE COUNTY RECORDER NOTICE OF CLAIM AND LIEN**



Must include detailed list of all related abatement costs. Send Notice of Claim and Lien by certified mail to the property owner





A wide-angle photograph of a street scene during the day. In the background, a large brick church with a prominent square tower is visible. The street is paved with asphalt and has a concrete sidewalk on the left. A large palm tree stands on the left side of the sidewalk. The sky is clear and blue. A white rectangular box with rounded corners is centered over the image, containing the text "ANY QUESTIONS? THANK YOU!" in bold, orange, sans-serif capital letters. There are small white arrows on the left and right sides of the text box.

**ANY QUESTIONS?  
THANK YOU!**