

CODE OF ORDINATION POTENTIAL VIOLATION FORM

SUBMITTED BY: _____

DATE NOTICED: _____

PHOTOGRAPH SUBMITTED YES NO

ADDRESS OF VIOLATION _____

CROSS STREETS OF VIOLATION _____

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| Property Maintenance Violations | |
| | All exterior property and premises shall be maintained in a clean, safe, and sanitary condition. Except as otherwise provided for in the Zoning code, it is unlawful to utilize a premises for the open storage of any inoperable, unlicensed, or unregistered motor vehicle, appliance, building material, rubbish, tires, furniture, automotive parts, junk, yard waste, or debris. |
| | Weeds in the front yard, along the driveway, curb and sidewalk joints and overgrown lawn. |
| | Unlandscaped front yard areas including overgrown lawn, dead lawn and/or bare dirt areas |
| | Unpainted, unstained, partially chipped or peeling exteriors of buildings, fences and structures causing or tending to cause dry rot, warping or termite creating unsafe structural integrity, infestation, or buildings, fences and structures left partially unfinished for unreasonable periods of time |
| | Storage of boxes, litter, garbage, broken or discarded furniture, household equipment, appliances, vehicle parts, shopping carts, or other refuse in front, rear or side yards, or unscreened on exterior balconies for unreasonable periods of time |
| Dilapidated Structures | |
| | All buildings (residential and non-residential) must meet minimum standards for maintenance. All are required to be in good general condition (both interior and exterior) and maintained in a clean, safe and sanitary condition. |
| | Buildings or structures which are structurally unsafe or which constitute a fire hazard, or which are otherwise dangerous to human life, or which, in relation to existing use constitute a hazard to safety or health or public welfare by reasons of inadequate maintenance, dilapidation, obsolescence or abandonment |
| Premises Identifications | |
| | All buildings must have approved address numbers posted either on the building or on the mailbox. Numbers on residential buildings must be a minimum of three inches in size. Multi-Family and commercial buildings must have numbers that are at least six inches in height. All numbers are to be posted on a contrasting background and be plainly 'visible and legible' from the street. |
| Signage | |
| | Signs installed without permits including permanent business identification signs, temporary banner signs, real estate signs, etc. |
| Construction | |
| | Non-permitted building construction |
| | Fences and walls built without permits |
| | Accessory Structures such as sheds, gazebos, trellis or lattice work etc., built without permits |
| | Garage conversions |

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| Lots and Fields | Vacant lots must also be maintained to the same standards. Failure to maintain vacant lots or properties with vacant structures could result in Metro cutting the grass and placing a lien against the property for the cost of the mowing. |
| Unsanitary Conditions—Hoarding | Owners of any building or accessory structure shall maintain the property in a safe and sanitary condition, free from conditions that would be hazardous to the health and welfare of the occupants. This includes the proper disposal of trash and garbage. |
| Illegal Dumping | Illegal dumping is the disposal of waste, trash, junk, furniture, tires, construction materials or debris, etc., in unauthorized or undesignated areas which is prohibited. Illegal dumping is commonly found in uninhabited or otherwise deserted areas, vacant lots, along roadways, in alleys, and at construction sites. |
| Graffiti | Owners of any building or accessory structure shall remove any graffiti and restore the damaged exterior surface to an approved state of maintenance and repair. |
| Vehicle Violations | Parking of inoperable and/or abandoned vehicles |
| | Parking of boats, trailers, recreational vehicles on the driveway or front yard for over 72 hours |
| | Vehicles may not be abandoned or stored on public property. Abandoned vehicles on public property are defined by State and Local law as: vehicles which are “more than four years old” and remain unattended on the public right of way for ten days; OR vehicles in an “obvious state of disrepair” which remain unattended on the public right of way for at least three days. |
| Zoning Violations | Business Operating in Residential Zone District |
| Illegal Use of Property | All parcels have been assigned a zoning category and their use must be consistent with that assigned zoning code. Failure to use a property consistent with its zone category and/or without a required Use and Occupancy permit is prohibited. |