What happens when I submit a concern to the Code Enforcement Department?











Complaint Received

Inspection

Enforcement

Hearing

Case Closed

Case is opened

0

Complaint referred to appropriate agency

Code Enforcement Officers conduct inspection

and

Document alleged violations (if any)

Courtesy warning; notice of violation; citations;

or

Order unsafe structures be secured and vacated.

Code Enforcemen Board hearing (by appeal)

upholds citations and levy fines

C

Dismisses violations

All violation(s) are abated:

or

Board determines that violations were unfounded;

or

case was referred to another agency.



The enforcement phase and hearing phase <u>may not be a part of every case</u>. After a hearing, a case can transfer back to enforcement for additional action. A case may be closed at any point in the process; however, cases are not normally closed until all violations have been abated.

If you have any questions about the Code Enforcement process, please contact us at 859.331.8980.