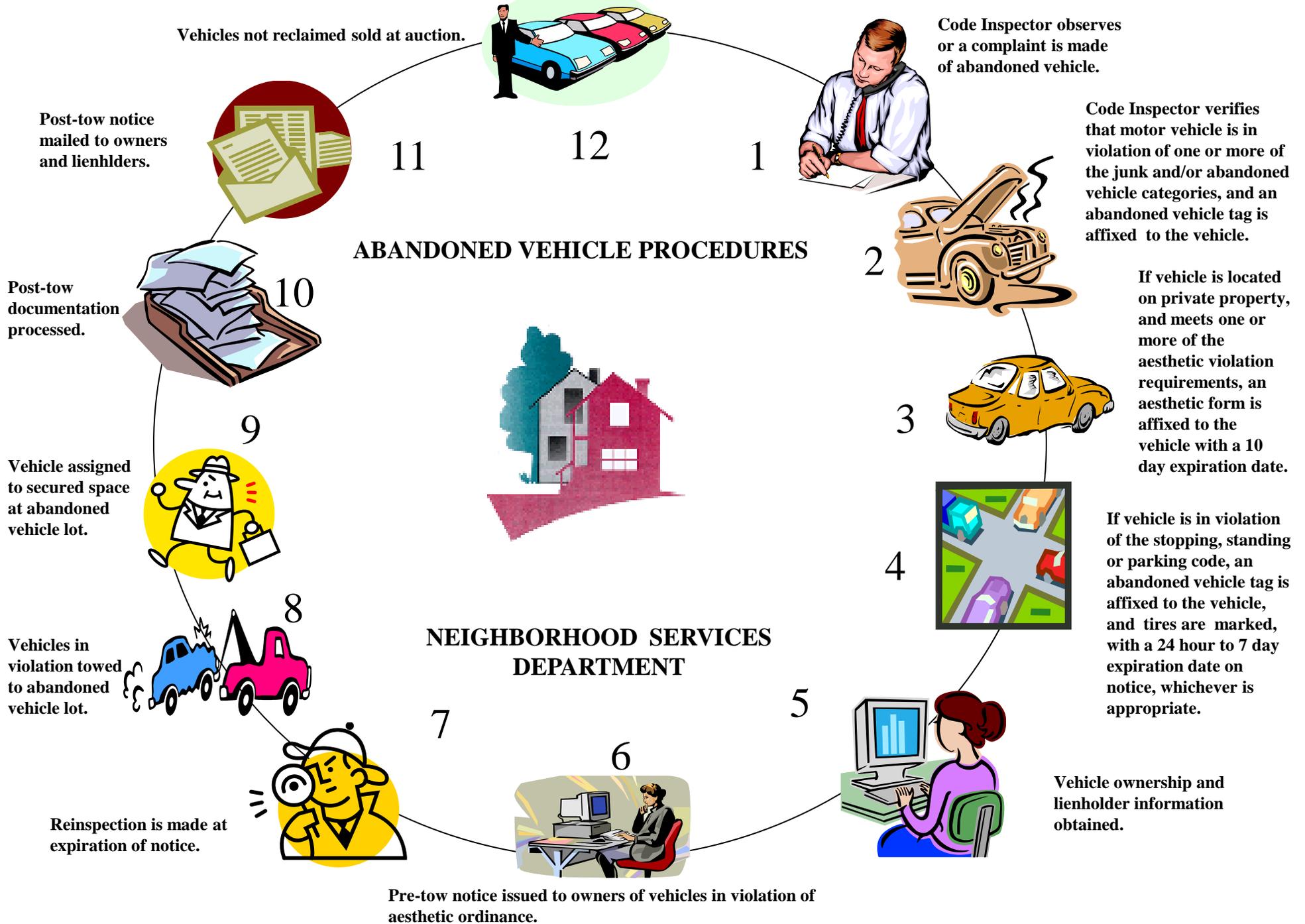


ABANDONED VEHICLE PROCEDURES

NEIGHBORHOOD SERVICES DEPARTMENT



Code Inspector observes or a complaint is made of environmental violation	If violation is not bought into compliance, Code Inspector refers case to Environmental Crew to be corrected.
Code Inspector conducts initial environmental inspection	Environmental Crew corrects violation and prepares invoice for work done.
When violation is found, Code Inspector issues a Notice of Violation and Nuisance Abatement letter to property owner	Housing Services Dept. generates invoice and sends to Revenue Dept. to be mailed to property owner
Property owner is given ten days to comply for solid waste and weed violations, and twenty days for animal violations	If property owner pays invoice, no further action is taken
Code Inspector conducts reinspection at expiration of notice to determine if property owner has corrected the violation	If property owner fails to pay invoice, a sanitation lien is placed against property by the Revenue Dept.
If violation is bought into compliance, case is closed Corrected By Owner.	