

## Code Enforcement

The Code Enforcement Specialist enforces the Sign and Tree Codes, conducts site and field inspections and enforces the City’s Community Development Code covering zoning and development standards. The position serves the community by helping residents maintain viable neighborhoods by assuring compliance from responsible parties.

The Planning and Building Services Department will be implementing a new Inspection Scheduling program starting **Monday, November 4, 2013**, in order to improve customer service and efficiency:

The new program applies to:

- **Tree Protection fencing inspections**
- **Planning Department inspections required for issued building permits**

The purpose of these inspections is to assure compliance with mitigation planting requirements of the Tree Code, street tree planting and compliance with conditions of approval imposed as a part of a land use or building permit review approval.

### **New Inspection Scheduling Program:**

The new inspection days and times for conducting the above noted inspections are as follows:

**Mondays (1:00 pm – 4:00 pm)**

**Wednesdays (8:30 am – 11:30 am)**

**Fridays (1:00 pm – 4:00 pm)**

The new program affects the following IVR inspection codes:

**Accela Inspection Code**

6120

6140

1990

**Description**

Tree Preservation & Protection

Landscaping & Tree Mitigation

Final Inspection – LDC (Planning)

The responsibility to address Code Enforcement concerns varies based on the type of complaint. The list below indicates what department and staff person to call. If you need assistance in resolving a conflict with a neighbor, please call our Citizen Information Center at 503-635-0257. The Citizen Information Center staff can provide tools and offers [mediation services](#).

<b>Complaint Type</b>	<b>Responder</b>	<b>Contact</b>
Abandon Building (broken windows, open doors, etc.)	Planning	<a href="#">Code Enforcement</a>
Encroachments - Park Property (dumping, irrigation, fences, brush clearing, etc.)	Parks	<a href="#">Park Ranger</a>
Encroachments - Public Streets (low limbs, big hedges, mulch piles, PODS, etc.)	Public Works	<a href="#">Asst. City Engineer</a>
Fence - Public & Private Property	Planning	<a href="#">Code Enforcement</a>
Garbage/Debris - Private Property	Planning	<a href="#">Code Enforcement</a>
High Grass/Brush - Fire Danger	Fire	<a href="#">Deputy Fire Marshal</a>

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High Grass/Brush - Private Property	Police	<a href="#">Community Services Officer</a>
High Grass/Brush - Right of Way Median	Operations	<a href="#">Administrative Support</a>
Land Use Condition of Approval	Planning	<a href="#">Code Enforcement</a>
Noise	Police	<a href="#">Community Services Officer</a>
Planning Complaint (building setbacks, occupancy, use, landscaping)	Planning	<a href="#">Code Enforcement</a>
Signs, Temporary - Right of Way (A-frame signs, banners, garage sale signs, etc.)	Planning/Police	<a href="#">Code Enforcement</a> or <a href="#">CSO</a>
Signs, Temporary, - Private Property (A-frame sign, banners, garage sale signs, etc.)	Planning	<a href="#">Code Enforcement</a>
Soil Erosion (sediment in stream, muddy runoff, etc.)	Public Works	<a href="#">Erosion Control Specialist</a>
Tree Cutting - Right of Way & Private Property (weekends & after 5:00 pm)	Police	<a href="#">Community Services Officer</a>
Tree Cutting - Right of Way & Private Property (weekdays 8:00 am - 5:00 pm)	Planning	<a href="#">Code Enforcement</a>
Tree Down - Right of Way	Operations	<a href="#">Administrative Support</a>
Tree, Protection - Right of Way & Private Property	Planning	<a href="#">Code Enforcement</a>
Unsafe Construction Site - Public Improvements (damaged or missing Right of Way public improvements)	Public Works	<a href="#">Asst. City Engineer</a>
Vehicle or Trailer, Parked - Right of Way	Police	<a href="#">Community Services Officer</a>
Vehicle or Trailer, Parked - Private Property	Planning	<a href="#">Code Enforcement</a>
Water Contamination	Public Works	<a href="#">Water Quality Program Coordinator</a>

### Web Links

[Mediation Services](#)[Lake Oswego Police Department Information](#)[Foreclosures and Abandoned Property](#)[Lake Oswego Fire Department Information](#)[Lake Oswego Public Works Department](#)[Lake Oswego Parks & Recreation Department](#)[Lake Oswego Public Works, Operations, Citizen Request System](#)

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