

Code Enforcement Procedures

- The Town of Greensboro currently uses the 2015 International Property Maintenance for all code enforcement violations. You can obtain a full copy of any violation by visiting Town Hall.
- The Code Enforcement Officer does “rounds” every 10 days.
- All Notice of Violation letters will be sent to the **property owner**.

Grass Violations:

One letter of violation will be sent to the property owner **per calendar year**. The letter will state that the property owners will have 10 days to abate the issue. If the grass is not mowed within those 10 days then the property owner will be fined \$150 **plus** the cost of labor and equipment hours. Any violation after the initial violation **will not** receive a warning; public works will be issued a Work Order to complete the abatement immediately. The fine costs also increase with each violation per calendar year. These fines/fees stay with the property as a lien.

All other violations:

First Offence: The property owner will receive a First Notice of Violation letter listing the code that they are violating. This letter will also include pictures of the actual violation. The property owner will be given 10 days to abate the issue.

Second Offence: The property owner will receive a Second Notice of Violation with pictures, along with a warning that if the violation is not abated within 10 days they will begin receiving fines.

If the violation has not been corrected 10 days after the Second Notice of Violation then the fine process will begin. The first fine will be \$200. If the owner fails to pay the fine and resolve the issue then they will be fined again in the amount of \$300. If the owner still fails to comply the Town of Greensboro then begins legal proceedings through Caroline County Circuit Court to collect the fines and to have the property brought into compliance.

- If you need more time to clean up the property or fix a code violation, you may always contact the Code Enforcement Officer to arrange a more feasible timeline.
- If you feel that you have received a notice by mistake, please call and speak with the Code Enforcement Officer.
- The property owner always has a right to appeal a violation if they feel that they are already in compliance.