

## How does BDS enforce Title 29?

When violations are found, BDS posts a notice on the property and mails a notice to the property owner of record and occupant. The violations are listed along with the inspector's name and number who can be contacted for assistance.

Nuisance and Disabled Vehicle notices allow 15 days for the property owner to correct the violations. If the owner does not comply, a work order will be issued to a City contractor to do the work and/or tow the vehicle. The cost of abatement in addition to civil penalties and administrative fees will be assessed in the form of a lien against the property and charged to the owner.

Housing and Derelict Building notices allow 30 to 60 days to correct the violations. If the violations are not corrected within 30/60 days, monthly enforcement fees are assessed in the form of a lien against the property. These fees are charged to recover some of our costs in maintaining open cases and performing inspections. These fees are charged until such time as the violations are corrected, inspected and approved.

In any cases in which the violations appear to be a severe health or safety hazard, the City may require that the property be vacated. For nuisance conditions that are an immediate threat to the public, a summary abatement may be performed by the City after which the property owner is notified.

**Title 29** is online at:  
<http://www.portlandoregon.gov/auditor/28193>.

## Goals

- Protect the health, safety and welfare of Portland citizens.
- Prevent deterioration of existing housing and the exterior of non-residential structures.
- Contribute to vital neighborhoods.

### Neighborhood Inspections does this by:

- Administering the City's minimum standards for property maintenance and safety for residential structures.
- Administering the City's minimum standards for maintenance of outdoor property areas and public rights of way such as streets, alleys and sidewalks.
- Regulating derelict buildings.
- Administering the City's minimum standards for maintenance of the exterior of non-residential structures.
- Enforcing these standards through a program of inspections.



Keeping Portland livable ...

Neighborhood Inspections of BDS is charged with enforcing Title 29 of the city's municipal code which covers property maintenance

## Areas of Focus

**Housing** - Title 29 of the Portland City Code lists a variety of minimum housing maintenance requirements. City inspectors also perform safety inspections for Accessory Short Term Rental and Adult Care Home permits. Some of the most common things inspectors look for to ensure safety and livability include:

- is the heating, water and power safe and adequate?
- is the structure secure and stable?
- are there plumbing, electrical or mechanical hazards?
- was there construction work performed at residential use properties without required construction permits?
- are there functioning smoke detectors? Carbon Monoxide Alarms?
- do all emergency egress windows open easily? Are any blocked? are any windows broken?
- are there illegal occupancies of attics and/or basements?
- are the stairs, handrails and guardrails safe and adequate?

**Nuisance** - Generally refers to exterior property areas and adjacent public rights-of-way. Some of the most common violations include:

- overgrown grass and weeds 10 inches or higher
- trash and debris
- garbage
- overgrown vegetation (vines, blackberries, hedges) obstructing a public right of way such as streets, sidewalks and alleys
- open and vacant structures
- outdoor storage of items or appliances that are for indoor use (such as mattresses, refrigerators, washers, etc.)
- scrap metal, scrap wood, junk, auto parts
- an broken or damaged sewer lines or rain basins
- rat harborages (as determined by Multnomah County Vector Control)

**Disabled vehicles on private property** - Investigates complaints of visibly disabled vehicles on private property that have been stored for seven days or more. If these vehicles are not stored in a garage or enclosed structure and have visible signs of inoperability, the City can tag them for removal. Indications of a disabled vehicle include:

- missing wheels or tires
- flat tires
- missing engine or battery
- broken windows or broken windshield
- body damage
- dismantled vehicle

**Derelict buildings** - The City may declare a structure to be a derelict building if it is vacant and two or all of the following conditions is true:

- vacant and boarded up
- vacant and open to entry
- vacant and posted for Housing and/or Nuisance violations more than once within a two-year period
- vacant and had a nuisance abated by the City.

## Neighborhood Inspections

Clean, well maintained houses, yards and streets are important for strong healthy neighborhoods — neighborhoods where families can be comfortable and where criminals aren't! The Bureau of Development Services Neighborhood Inspections Program can help you help your neighborhood. Title 29 of the City's municipal code is devoted to minimum property maintenance standards.

### How can you contribute to vital neighborhoods?

- Get to know your neighbors; join in neighborhood cleanups or events
- Participate in a neighborhood block watch
- Join your Neighborhood Association or other active community group. For more information call the Office of Neighborhood Involvement, 503-823-4519.



### Submitting a complaint

You can contact Neighborhood Inspections Monday through Friday from 8:00 am to 5:00 pm at: 503-823-2633. After hours you may leave a voice mail.

Be prepared to give your name, address and phone number as the complainant, the street address where the problem is located (if it is a vacant lot, we will need a hundred-block and cross street), and a brief description of the problem.

You may also file your complaint using our online form. Go to [www.portlandoregon.gov/bds/42240](http://www.portlandoregon.gov/bds/42240) to complete and submit the appropriate form.

**Please Note:** all complainant information is strictly confidential and will not be revealed to the public.



## Helpful tips & information

### Bureau of Development Services

1900 SW 4th Avenue  
Suite 5000, Fifth Floor  
Portland, Oregon 97201

Monday - Friday 8:00 am to 5:00 pm

### Important Telephone Numbers

BDS main number .....503-823-7300  
Neighborhood Inspections .....503-823-2633  
DSC automated information ..... 503-823-7310  
Building code information ..... 503-823-1456  
Zoning code information .....503-823-7526  
Residential information for  
one and two family dwellings .....503-823-7388  
City/County Referral and Info..... 503-823-4000  
City of Portland TTY .....503-823-6868

### Other Contact Numbers

#### Abandoned/disabled vehicle on the street

Abandoned Autos .....503-823-7309

#### Drug or any other suspicious activity

Drug activity .....503-823-3784

Gang activity .....503-823-4264

#### Graffiti

Graffiti hotline .....503-823-4824

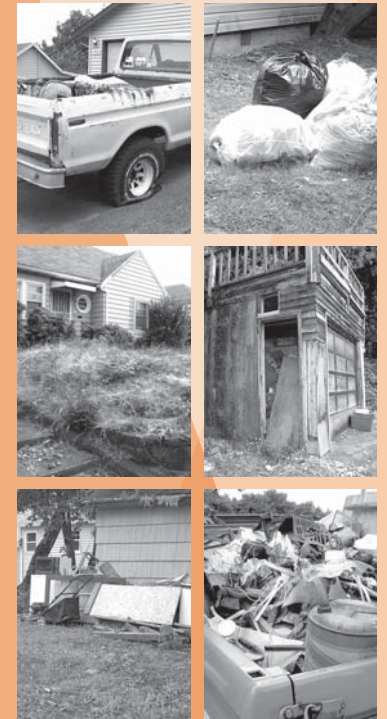
Noise .....503-823-7350

- *The top 25 basic housing requirements are outlined in BDS handout #21 entitled Basic Housing Requirements available online.*
- *Cierta información de las inspecciones de la vivienda están disponibles en español.*

For more detailed information regarding the bureau's hours of operation and available services;

Visit our Website  
[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

## Neighborhood Inspections Program



City of Portland, Oregon  
Bureau of Development Services