

*Washington County's Department of Land Use and Transportation, Current Planning and Building Services Division, is responsible for maintenance and enforcement of the Community Development Code and the Building Codes. County staff review land development projects to ensure compliance with their code-based conditions of approval. They also investigate all land use and building complaints.*

*Your cooperation is appreciated. With your help we can continue to make Washington County a great place to live.*



***What frequent complaints are dealt with by other county agencies?***

- **Animal issues** – Bonnie Hays Small Animal Shelter 503-846-7041
- **Inoperable vehicles in the public right-of-way** – Sheriff's Office 503-846-2524
- **Noise or public health issues such as tall weeds, accumulated trash, or lack of proper sanitation** – Health and Human Services, Solid Waste 503-846-8609
- **Hazards in the road right-of-way** – Land Use and Transportation Operations 503-846-7623

***Suggestions for citizens filing a complaint:***

(Note that a handout is attached to the complaint form that goes into detail regarding the process for filing a violation allegation.)

- If your complaint exists inside city limits, contact the appropriate city for assistance.
- Be specific about the nature of the complaint.
- Indicate the address of the nearest major intersection and describe how to locate the violation.
- When possible, provide a time of day that the problem is most likely to be observed.
- File your complaint in writing unless an emergency exists.
- Please leave your name and a contact number we may call if we have any additional questions.



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**Washington County**  
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# Code Compliance in Unincorporated Washington County



*Washington County Department of*  
**Land Use & Transportation**

### ***What is the responsibility of the county's Current Planning and Building Services Division?***

- Current Planning Services regulates the use of private property that is governed by the Community Development Code. This includes checking the use of property inconsistent with the conditions of its land use approval or activity damaging to a natural resource area.
- Building Services regulates construction activities where permits and/or licenses are required.

### ***How do we operate?***

- Due to limited resources, enforcement of the codes is generally complaint driven. The exceptions are when there are life safety issues. Since we have building inspectors in the field daily, the county can be more proactive in noting possible violations of the Building Code.
- Our goal is to gain compliance with the codes. If property owners are working towards compliance, a reasonable time will be allowed for the owner to comply.
- Our primary concern is public safety.
- According to state law, our Code Enforcement Officers must either actually observe an infraction happening or have evidence and a witness who is willing to testify to write a Notice of Civil Violation Washington County Code Chapter 1.14 citation.

### ***What enforcement tools do we use?***

- We seek to work cooperatively to get a property owner or developer to comply with the codes.
- If that fails, we issue a Notice of Civil Violation.

### ***What penalties can we impose?***

Penalties include a range of options, depending on circumstances:

- "Stop Work" orders
- Locking or revoking current permits
- Allowing no new permits until compliance is achieved
- Issuance of a Notice of Civil Violation (County Hearings Officer proceeding) and fines ranging from \$100 to \$5,000 per day.
- Litigation and injunctions (State Circuit Court)
- Placing a lien on the property



### ***How can I file a complaint?***

- Call Current Planning at 503-846-8761, or email [lutdev@co.washington.or.us](mailto:lutdev@co.washington.or.us)
- Call Building Services at 503-846-3470, or email [lutbldg@co.washington.or.us](mailto:lutbldg@co.washington.or.us)

