

PLEASE REMEMBER...

BUILDING PERMITS

Before beginning construction, alteration, or demolition on a property within the City, please be sure to obtain all applicable building permits. For more information, please contact the **Building Department** at (301) 600-3808.

HISTORIC PRESERVATION OVERLAY

If your property is located within one of the City's Historic Preservation Overlay districts, please contact the **Planning Department** at (301) 600-1499 to determine what (if any) approvals are required.

This brochure serves as a guide for common code violations and does not address all City of Frederick Codes and Ordinances. You can access the complete City of Frederick Charter and Code at www.cityoffrederick.com.

City of Frederick
140 West Patrick Street
Frederick, MD 21701



**A GUIDE TO
CODE COMPLIANCE**



**CODE ENFORCMENT
DIVISION**

**City of Frederick
140 West Patrick Street
Frederick, MD 21701
(301) 600-3825
www.cityoffrederick.com**

**CODE ENFORCMENT
DIVISION**

The Code Enforcement Department, in concert with the Mayor and Board of Alderman, works diligently to improve the quality of life in The City of Frederick through the proactive enforcement of laws and codes, such as the Frederick City Code, Property Maintenance Code, and the Land Management Code. Paramount to our mission is our goal to maintain Frederick City as a desirable place to live and work, as well as a favorable tourist destination.

STAFFING

The City of Frederick Code Enforcement Department has five full-time inspectors who are charged with enforcing the Frederick City Code. Inspectors are assigned to specific Neighborhood Advisory Council (NAC) areas. Code Inspectors conduct inspections through proactive patrol or investigation of a complaint. Inspectors interact with property owners to address violations with the goal of Code compliance.

NOTICE OF VIOLATION (NOV)

If your property is found to be in violation, you may receive a Notice of Violation (NOV). The NOV is simply our way of communicating that a violation exists and identifies a reasonable timeline to correct the violation. Failure to correct the violation may result in the issuance of a Civil Citation and/or abatement of the violation at the property owner's expense.

Any issues or concerns may be submitted to the Code Enforcement Department by utilizing our online Code Complaint system at www.cityoffrederick.com or by calling 301-600-3825.

TALL GRASS AND WEEDS

Grass and weeds located on your property cannot exceed ten (10) inches in height. Failure to comply within five (5) days of the NOV may result in a citation, and the City may hire a contractor to abate the violation at the property owner's expense. Failure to pay for the abatement may result in a lien placed on the property.



**Note: Property owners are responsible for the maintenance and upkeep of sidewalks abutting their property to include the grassy right-of-way.*

RUBBISH AND GARBAGE

The exterior of properties must be free from accumulation of rubbish and/or garbage. Any property owner found in violation must comply within five (5) days. Failure to comply may result in the issuance of a citation and/or abatement of the violation at the property owner's expense. Failure to pay for the abatement may result in a lien placed on the property.

WASTE CONTAINERS/ SERVICE RESTRICTIONS

Any refuse container set out for manual collection must be made of galvanized metal or heavy duty plastic, with tight-fitting, watertight lids. All refuse subject to City collection must be placed out no earlier than 5:00 PM on the day before scheduled collection and no later than 12:01 AM the day of scheduled collection.



Containers may not remain curbside after 7:00 PM on the collection day. Failure to comply

OVERGROWN TREES AND SHRUBS

Trees and shrubs must be trimmed to at least 9 feet above the sidewalks and 15 feet above City streets. Trees must be trimmed so that they do not block any signage or obstruct the view of drivers.

SNOW AND ICE

Within 12 hours after snow stops falling, the property owner shall remove snow/ice from any sidewalk abutting their property for a width of four (4) feet or the width of the sidewalk, whichever is less.



If an NOV is issued/posted, and compliance is not met within 24 hours, a citation may be issued. In addition, the property shall be scheduled for abatement of the violation at the property owner's expense. Failure to pay for the abatement may result in a lien placed on the property.

ADDRESS IDENTIFICATION

Property address must be clearly visible from the street and be in a contrasting color from the house, Arabic font, and at least 4" in height.

EXTERIOR PROPERTY MAINTENANCE

The exterior of a structure shall be maintained in good repair, structurally sound, and sanitary so as not to pose a threat to the public health, safety, or welfare. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Accessory structures, including detached garages, fences, and walls, shall be maintained structurally sound and in good repair.

YARD SALES

Residents may only have four (4) yard sales per calendar year. All City right-of-ways, streets, curbs, and sidewalks must remain free and clear of any obstruction at all times. Signs may not be placed more than two (2) days before such yard sale, and may not be placed in the City right-of-way. All signs must be removed by 9:00 PM on the last day of the yard sale. No signs may be posted or attached to City property to include street signs, poles, posts, buildings or other structures.

POSTING ON LIGHT POLES

It shall be unlawful for any person to attach any bill, poster, or advertisement upon any city pole, post, or other utility.

UNREGISTERED/INOPERABLE VEHICLES



A person may keep **one** unregistered vehicle on their property provided that it is fully covered with a tight-fitting vehicle cover.

OFF-STREET PARKING

A person may not park a motor vehicle on grass, mulch, or any other surface that is not a paved area.