

When Do I Need A Zoning Compliance Permit?

- √ If you are constructing any detached building over 100 square feet.
- √ If you are constructing an addition to your residence or business.
- √ For construction or replacement of decks.

A permit is not required to install a fence or plant a hedge. However, you should contact City Hall for information on height, visibility and distance from property line requirements. Hedges may not be installed on utility easements or on city right-of-way. Fences on easements require written permission by the City.



Purpose of the Code Enforcement Program

Estherville's primary goal is the health, safety, and welfare of its citizens. Sometimes this means working with people to achieve compliance with regulations. Estherville strives to work cooperatively with affected residents, businesses and property owners to resolve potential violations in a manner that respects the rights and, where possible, the interests of all parties.



CITY OF
ESTHERVILLE

Code Enforcement Program



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ESTHERVILLE

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How Do I File A Complaint?

It is the City's policy that the Code Enforcement Officer conducts investigations on formal complaints. Anonymous complaints are not accepted.

Unless: The complaint is an immediate threat to life, health, and/or safety, which constitutes and emergency. Immediate action by the appropriate staff shall occur.

Complainant information will be kept confidential to the extent allowed by law.

Complaint information will be accepted in person or over the phone by calling 362-7771.



How Are Complaints Investigated?

Upon receipt of an official complaint, an investigation will be initiated. Through property research, code research, and a site inspection, the enforcement officer will determine if a violation of the City Code exists.

If no violation of the Code can be documented, the case is closed.

If there is a violation of the Code, the enforcement officer will work with the responsible party to gain voluntary compliance with applicable regulations. This is accomplished through a compliance request which requires the corrections to be made within a specified time period. Complaints will receive a copy of this request.

Failure to achieve voluntary compliance may result in the city abating the nuisance and billing the property owner for all charges incurred or charges may be filed in Magistrate's Court.

Most Common Code Violations

- ✓ **Junk vehicles and machinery.** A junk vehicle is a vehicle that meets any of the following criteria: Is not licensed for the current year as required by law. Has any broken or cracked glass. Has become a habitat for animals or insects. Is in defective or obsolete condition. Is inoperable.



Junk vehicle complaints should be referred to the Police Department.

- ✓ **Nuisance code violations.** Outside storage of junk, trash, discarded household items, abandoned, broken or neglected equipment, potentially dangerous machinery, tires, appliances, etc., is not allowed.



- ✓ **Minimum housing code violations.** All structures constructed for human habitation shall meet all of the following minimum requirements: Connection to an approved water, sewer, electric and heat source. Utility services must not be turned off for a period in excess of 6 months. Interior of the structure shall not be exposed to the elements causing deterioration of the building. Window and door openings shall not be boarded up. No openings in the walls or roof to allow birds, animals, etc., to enter the structure.

- ✓ **Solid waste violations.** Failure to store trash between collections so it is not disturbed by animals or blow into neighboring yards. Failure to remove all solid waste from the property on a weekly basis by placing it in a city metered bag and setting it at the curb for collection by the solid waste crew. Placing large items or trash without metered bags at the curb without requesting a special pick up by calling City Hall.



- ✓ **Mowing violations.** All grass must be kept trimmed to a height of less than 8 inches.

- ✓ **Sign code violations.** A permit must be obtained before the installation of a sign.
 - ✓ **Building without a permit.** A zoning compliance permit is required for all structures over 100 square feet, additions, and alterations.
 - ✓ **Parking violations.** Parking of vehicles, trailers or recreational vehicles is not permitted in front yards.
 - ✓ **Burning violations.** Burning of trash is not allowed at any time. Yard waste generated on parcels consisting of at least 1.5 acres may be burned at locations at least 150 feet distance from any structure.
 - ✓ **Barking Dogs.** The City Code states that it is unlawful to permit a dog to bark or howl unduly so as to disturb the quiet of the neighborhood or any person(s). The affected party must sign a complaint and has to agree to go to court to testify. The person complaining must know who the owner is and the location of the dog at the time of the offense.
 - ✓ **Control of Animals.** Animals are required to be under the control of the owner by a leash, chain or similar device when off the premises of the owner and should not be allowed to: Damage or defile public property or the property of another. This can include but is not limited to the failure of the owner to immediately pick up and remove deposited feces from property not owned by the animal owner. Bite or attempt to bite, attack or belligerently pursue anyone off the premises of the owner. Run at large.
- If your animal accidentally gets loose and runs away, contact the Police Department at 362-3515 immediately with a description of your missing pet. If a complaint regarding your animal is received, officers can contact you to claim your animal and possibly avoid impoundment and/or a citation being issued.

