The Road To Compliance

1

FIRST INSPECTION
Every parcel of land is systematically inspected. Any violations found are entered into the system. A hand delivered notice moves the process to Step 3. If the notice of violation is sent via mail, a follow-up inspection is scheduled for approximately 14 days later. Based on the type of violation, re-inspection may occur sooner.

PASS → Case Closed

FAIL ↓

2

SECOND INSPECTION
The inspector enters the second inspection results into the system. If this inspection fails, a notice of violation is sent via certified mail. A follow-up inspection is scheduled for approximately 21 days later. This step is omitted for hand delivered notices.

PASS → Case Closed

FAIL ↓

3

THIRD INSPECTION
The inspector enters the third inspection results into the system. If this inspection fails, the case is typically scheduled for Code Board -Hearing Master. However, if the situation meets certain criteria, the Director can refer the case to Contractor Abatement, Criminal Court, or Housing and Community Development. If delivery of the certified notice was not effected, the property will be posted and an affidavit filed.

PASS → Case Closed

FAIL ↓

4

PRE-BOARD INSPECTION
This inspection is conducted prior to the date of the Code Board hearing. If this inspection fails, the case is taken before a Hearing Master. Not Guilty pleas will automatically be heard at the next full Code Enforcement Board meeting.

PASS → Case Closed

FAIL ↓

5

POST-BOARD INSPECTION
This inspection is conducted after the deadline set by the Code Enforcement Board. If this inspection fails, an affidavit is filed with the City Clerk's Office and the daily fine begins. This case may be sent to the Legal Department to begin foreclosure proceedings, or the case may be eligible for criminal and/or civil court.

PASS → Case Closed

FAIL ↓

FINES BEGIN

"I am Tampa" Doing My Part!