

GOOD REPAIR NON-RESIDENTIAL STRUCTURES CODE ENFORCEMENT FLOW CHART

START	Complaint is Made	Complaints Received from: ✓ City Website Reporting ✓ Public Agency / Public Officer ✓ Inspector Observations
	Case is Investigated	Attempt to contact the property owner made within 3 business days of complaint.
Day 3	Violations Identified	48 Hour Violation Identified ✓ Owner is Notified ✓ Referral to Chief Building Inspector ✓ Upon Correction of Major Violations, referred back to Public Officer
	A Notice of Hearing is Issued to Property Owner	
	Administrative Hearing Held Compliance Date is Set **	Compliance Date Set by Inspector is two-years, except for vacant manufacturing facilities or vacant industrial warehouses, which is 5 Years, or except as indicated below.**
Day 35	Repair or Demolition Order is Issued	
2 Years	Property is Re-Inspected After Compliance Date	If Violations Corrected, Close case. If not, Prepare Case for the Greensboro Minimum Housing Commission's Review
Extensions	Greensboro Minimum Housing Commission Reviews Inspector's Decision and Progress	The Housing Commission can grant extensions.
90 Days to Comply	Greensboro Housing Commission Issued Order to Uphold Inspector's Decision and Issues Ordinance to Repair or Demolish	Upon the Issuance of Ordinance from the Commission, a 90-Day Period must expire before the City can take action to repair or demolish.

** The Inspector shall set a compliance date of a 2 - year period only when the building has been ordered to be vacated and closed (condemned as unsafe to be occupied or is voluntarily vacant). If only minor violations are present that do not result in the building being condemned and the owner wants to continue to have the building occupied, the Compliance Date(s) Set by the Inspector shall be **no more than three (3) 30-Day Extensions** before requesting additional extensions by the Director of Neighborhood Development. The **Director may provide extensions not to exceed 180 days** with evidence of reasonable and continual progress toward compliance before having the Inspector to refer the violations to the Greensboro Minimum Housing Commission for Review. The interior maintenance of the IPMC will not apply to vacant buildings or portions of buildings provided no serious conditions exist and the building or portion is properly secured.