

South Gate's Code Enforcement Program was created by the City Council in 1983 to establish specific standards by which to assist the City to beautify the community while eliminating hazardous, unsafe, unhealthy conditions.

Code Enforcement administers a fair and unbiased program aimed at correcting violations of property conditions and land use requirements. The public understanding of the City codes and how they apply to one's property is very important. The City of South Gate maintains an active Code Enforcement Program which works together with residents and the business community to preserve clean and safe neighborhoods. The City has adopted codes that address property maintenance standards which include building, zoning, housing, landscaping, signage, graffiti and swimming pool fences. A variety of other codes provide direction in areas which may affect the quality of life for your neighbors and community.

We need your help! Cleaning up our City and Neighborhoods is everyone's responsibility. Both, property owners and tenants, are encouraged to consistently maintain their property and not let it deteriorate to a condition that is considered a nuisance in the neighborhood. Through coordination with various departments, problem areas in the City are targeted for the immediate abatement of violations of property maintenance ordinances.

Our goal is to eliminate blight which improves the appearance of commercial and residential areas.

WHAT DOES THE CODE ENFORCEMENT DIVISION ENFORCE?



SOUTH GATE MUNICIPAL CODE TITLE 9, (BUILDINGS)

- ✓ **Private Property Maintenance Violations**
Graffiti, Landscaping, Trash & Debris, Inoperable Vehicles, Discarded Furniture, and violations that may cause property values to diminish.
- ✓ **Building Maintenance Violations**
Unpainted Buildings, Abandoned "or" Unfinished Buildings & Inadequate Electrical, Plumbing, Mechanical, Fire Protection, Sanitation, Exits, and Maintenance of Buildings.
- ✓ **Improper Occupancies**
Garage Conversions, Rumpus Room Conversions, Illegal Divisions of Dwellings, Enclosed Patio Conversions, and Storage Room Conversions, Laundry Room Conversions "or" any other type's of conversions.

SOUTH GATE MUNICIPAL CODE TITLE 11 (ZONING)

- ✓ **Signage**

General Policies on Signs & Prohibited Signs.

- ✓ **Non-Permitted Construction**
Any type of construction done without first obtaining all required permits & approvals from the City of South Gate

WHAT IS OVERSEEN BY OTHER DEPARTMENTS?

- ▶ Draining substances into the storm drain systems, *Public Works*.
- ▶ Over crowding of residential units, *Health Department*.
- ▶ Parking violations on a public street, *Police Department*.
- ▶ Cutting/trimming of public trees, *Public Works*.
- ▶ Curb painting, *Public Works*.
- ▶ Animal complaints regarding loose pets, barking dogs, animal care, *Police Department or SEAACA*.
- ▶ Landlord tenant disputes, *Fair Housing*.
- ▶ Garage sales, *Business License*.
- ▶ Rodent and roach complaints, *Health Department*.
- ▶ Vendor complaints, *Police Department*.
- ▶ Operating a business without a city business license, *Police Department*.
- ▶ Property line disputes, *Property Owner, Civil Matter*.
- ▶ Public urination, *Police Department*.
- ▶ Trash and leaves on public streets and sidewalks, *Public Works*.

COMPLAINT PROCESS

Your complaint will be assigned to a code enforcement officer in that assigned area

and will be investigated within a few days. If the complaint is valid, the property owner/tenant will be given written notice to correct the violation within a specific time period. If the violation continues to remain uncorrected, the city will initiate legal action to obtain compliance through the office of the city prosecutor.

DETERMING VIOLATIONS

In order to determine if a violation is present or not, the code enforcement officer will research all permits on file, plans, and any other records that will help in this process.

HOW DO YOU FILE A COMPLAINT?

Complaints may be filed by phone, mail or in person. Complaints without exact address will not be taken.

WHAT INFORMATION WILL I HAVE TO PROVIDE?

Provide exact description of complaint in detail, provide exact address and street name for example,

type of debris, car parts, building materials, tires, garbage, discarded appliances, etc. and their location; condition of property, open/vacant house, overgrown vegetation, garage conversion, etc;

inoperative vehicle license number, type, color, make of vehicle, right door missing, tires missing, no motor, etc.

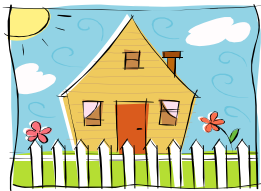
WHAT HAPPENS TO MY COMPLAINT?



Your complaint is assigned to a Code Enforcement Officer in that area and will be investigated within a few days. If the complaint is valid, the property owner/tenant will be given written notice to correct the violation within a specific time period. If the violation continues to remain uncorrected, the City will initiate legal action to obtain compliance through the office of the City Prosecutor.

WILL ANYONE KNOW I CALLED?

It is the policy of the Department of Building and Safety that the source or the person calling in the complaint will be kept strictly confidential. You will NOT need to leave your name to call and register a complaint.



WHAT CAN YOU DO TO MAINTAIN YOUR PROPERTY?

Exterior Surfaces

should be painted and kept free of significant cracks, peeling or faded paint.

Landscaping should be regularly maintained in a healthy condition free of dead grass, overgrown or discarded plant material. Foliage should be trimmed to avoid encroachment into public right-of-ways or interfering with traffic signs and signals. Lawn areas must be maintained with green sod.

Walls and Fences should be maintained in a structurally sound condition. Warped, dry rotted, termite damage, dilapidated or missing materials should be replaced.

Graffiti must not be allowed to remain on any public or private place for a period not exceeding ten (10) days.



Graffiti Removal The Public Works Dept. is in charge of the Graffiti Removal program to assist residents remove

vandalism as quickly as possible to discourage further graffiti. The program is offered Citywide at no cost. The services are available by calling the 24-hour Graffiti Hotline at (323) 563-5793.

Discarded/Unused Objects including but not limited to, equipment, appliances, furniture, litter, salvage material, auto parts, tires, and other junk shall not be stored on the property.

Large Item Pickup is available by calling Waste Management at 800-225-0175.

Canopies are not allowed in the front yard set back area. For more information on placement, contact Zoning at 323-563-526.

Roofs should be maintained to avoid dilapidated, decaying, disfigured or ruined appearance.

Driveway surfaces can not be wider than 12' and parking is not allowed on any portion of the property other than the driveway.

Trash must be placed in proper enclosed receptacles and may not be placed for collection before the normal collection day. Emptied containers should be removed from public view by 8:00 p.m. on the day of trash collection.

Violations are considered misdemeanors and the penalty could be a fine of up to \$1,000 and/or six months in jail. Unresolved cases shall be forwarded to the Office of the City Prosecutor for resolution in the County Court System.

Garage Conversions as with any construction or alteration, converting a garage to any other use, with or without person(s) living in it, without permits and approval is illegal. A restoration fee of \$1,121.00 will be assessed to the property owner(s) of the converted garage. Requests to legally convert a garage must be reviewed by both the Planning and Building Divisions in the Community Development Department for approval and compliance with relevant codes. If a garage is approved for legal conversion, replacement parking (typically, a two-car enclosed garage) must be provided.

Building Permits are generally required any time a structure is erected, enlarged, altered, repaired, improved, converted or demolished. Walkways and driveways may also require permits. If you are not sure if your project requires permits, please call Building and Safety Division at (323) 563-9548, Monday - Thursday, 7:00 a.m. - 5:30 p.m.



KEY PHONE NUMBERS

Code Enforcement Division
(323) 563-9558

Code Enforcement Hotline **(323) 563-9598**

(Fridays, Saturdays, Sundays, After Hours)

Building Inspection.....**(323)563-9548**

Pre-Sale Inspections..... **(323)357-5829**

Community Development

Planning.....**(323) 563-9529**

Business License Division &

Garage Sales..... **(323) 563-9544**

Public Works & Graffiti.....**(323) 563-5793**

Health Department.....**(562) 345-6830**

(Regarding rodents, roaches, overcrowding):

Fire Department (Inspections) **(310) 603-5258**

Fair Housing..... **(800) 446-3247**

(Landlords and Tenant Disputes)

Trash Pickup, Waste Management: **(800) 774-0222**

(Schedule Saturday large pick up items)

SEAACA - Animal Control **(800) 225-0175**

(complaints regarding loose pets, animal care and licenses)



Code Enforcement Program

Code Enforcement is dedicated to working with the community towards a common goal, to



ensure the City of South Gate is a safe, healthy and outstanding place to live, by enhancing neighborhoods one property at a time.

City of South Gate
Department of Community Development
Code Enforcement Division
8650 California Avenue
South Gate, CA 90280
(323) 563-9558