

PLI Violation Process Diagram

311 Request

311 system automatically sends request to the appropriate inspector depending on the category

Inspector visits property within 5 days

Violations found

Violations not found

1st notice sent to property owner

Complaint referred to Demolition Inspector if property looks like it should be condemned

Case marked as unfounded. No notice sent and case is completed in system. These requests will not display in buildingeye.

5 – 30 day compliance period

Inspector does re-inspection of property

Violations abated. Case is completed in system.

Violations still exist. Second notice sent to property owner(s).

5 – 30 day compliance period

Inspector completes 3rd inspection of property.

Violations still exist. Court documents are automatically sent to local magistrate.

Magistrate holds hearing for property owner(s). Inspector and interested community members testify.

Magistrate dismisses case, continues case to allow time for compliance, or issues a fine.

Violations abated. Case is completed in system.

Board up/Clean and lien documents are sent to DPW

