

# Code Compliance Guidebook



Your guide  
to a safer,  
more beautiful  
community

Presented by the  
Plantation Police & Code Enforcement Departments  
and the City of Plantation



Plantation  
the grass is greener

## THE GRASS IS GREENER!

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The City of Plantation is known for its beautifully landscaped neighborhoods and business districts. Code Compliance plays an important role in preserving those standards we all enjoy, and, as a result, keeping property values high.

To ensure that our community remains beautiful and attractive, the City has created the **Good Neighbor** voluntary code compliance initiative. This initiative helps prevent code violations by educating property owners on ways to avoid the more common violations. This approach is preferred to enforcement and litigation, which can take time, produce delayed results and possibly impose fines.

## RESOLVING A CODE COMPLAINT

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The Code Compliance Division is under the direction of the Police Department. Code complaints may be made to the Police Department at any time by dialing 954-797-2100. Code complaints may also be made to individual City departments with specialized code compliance personnel during normal business hours: Monday-Friday 8:00 AM to 4:30 PM. Life-threatening emergencies should be immediately reported by dialing 911. All highly imminent hazardous code violations should be immediately reported by dialing 954-797-2100. The Police, Fire/Rescue or other emergency specialists will respond to emergencies. Non-hazardous complaints will result in the initial call being handled by personnel from the Police Department. The appropriate specialized inspector will complete follow-up action.

## CODE COMPLIANCE RESOLUTION OPTIONS

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### Courtesy Notice

A Courtesy Notice, in the form of a door hanger, or a Civil Violation Warning may be left at the location of a violation, with written instructions describing the type of violation, a suggested method of correction and the number of days to meet compliance. A re-inspection of the property will determine if the violation has been corrected. If compliance is not met, then enforcement action will begin.



### Notice of Violation and Other Remedies

The official Notice of Violation or Civil Violation Ticket begins the process for the non-compliant violator to appear before the Code Enforcement Board or Special Magistrate. Property owners who fail to comply will be given notice of the board hearings in person, by certified mail, or by posting on the property. Continuing violations may result in severe fines, liens and foreclosure.

For copies of code enforcement records, please contact the Police Records Division at 954-797-2107.

## CODE ENFORCEMENT DIVISION

954-797-2267

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### Abandoned Vehicles

An abandoned vehicle, defined as any vehicle that does not have a valid, un-expired license plate affixed to or displayed on the vehicle or a vehicle that is inoperable, is not permitted in the open upon public or private property.

### **Accumulation of Debris**

No person shall allow to remain, on his own property, any accumulation of debris, refuse or trash which becomes or causes a safety or health hazard or prevents the ability to clear or mow the property.

### **Building Numbers**

All buildings, including homes, shall have numbers located on the building or in the front yard clearly visible from the adjacent road. The numbers shall be at least three inches in height for residential and at least six inches in height for all other buildings and in a contrasting color.



### **Bulk Pickup**

No person shall place bulk garbage for pickup earlier than the Saturday prior to the week bulk pickup is scheduled for the premises. No black bags will be picked up.

### **Commercial Vehicles**

Any commercial vehicle or bus parked in a residential district is prohibited unless it is completely enclosed in a garage, within the confines of a carport or parked within an accessory building.

### **Fences/Walls**

All fences and walls shall be maintained in good repair and in an upright condition and free from graffiti.



### **Overgrown Property**

The growth of grass, weeds, or brush may not exceed a height of twelve inches or accumulate for more than three months.

### **Garage Sales/Signs**

Garage sales on residential properties are limited to two per year. One sign may be placed at the residence and no more than three directional signs may be permitted within the swale of any two-lane street with residential properties on both sides and set back five feet from the edge of pavement.

### **Noise**

No person shall make or create excessive, unnecessary or offensive sound within the City. Construction activity may be performed between the hours of 7:00 AM and 8:00 PM of any weekday and Saturday. Lawn maintenance equipment may be operated between the hours of 8:00 AM and 9:00 PM.

### **Prohibited Temporary Signs**

No person shall post, paste, nail or fasten any sign, notice or advertisement of any kind on any curbstone, sidewalk, upon any trees, lamp post, telephone/utility poles, bridges or any structure within the limits of the City. Sandwich signs; snipe signs; and pennants, banners, flags, whirlers, streamers, balloons, or other devices intended for attracting attention of passersby are not permitted.



### **Swimming Pools**

All pools shall have a safety barrier in the form of a screen enclosure, fence or wall and must enclose the pool entirely. Gates shall be self-closing and have a spring lock so that the gate shall be closed at all times. Pools must at all times be maintained so as not to constitute a sanitary nuisance. Water shall be clear without visible dirt, debris, or scum.

### **Recreational Vehicles**

Boats/motor homes/trailers/campers may be parked within a garage, carport or accessory building or in the side or rear yard and reasonably obscured from adjacent properties with solid fencing, dense shrubbery, a wall or any combination thereof.

## **BUILDING DEPARTMENT**

**954-797-2250, Option 2**

Microfilm Division  
Automated Inspection Line

954-797-2783  
954-587-4456 X:5000

### **Building Permits**

Any person commencing the construction, alteration, or repair of any building, structure, wall or fence in the City must first obtain the required approval and permits. The Building Department is available to attend Homeowner and Condominium Association meetings to educate members on permit requirements and procedures. Call 954-797-2268 for more information.

### **Temporary Storage Structures (PODS)**

Any person interested in obtaining a temporary storage container must register with the Building Department within twenty-four hours following the initial placement. The registration is limited to a maximum of fourteen (14) days. A one-time extension of a maximum of 14 days may be granted by the Building Department.

## **FIRE DEPARTMENT**

**954-797-2150**

### **Fires**

No open flames (i.e., bonfires) are allowed in the city without a permit. This excludes contained flames in barbecue grills and other approved equipment. To apply for an open flame/fire permit, please call the Fire Department.

### **Fire Hydrants**

The area around a fire hydrants and fire department hose connections shall be free of all landscaping and other obstructions at a distance of 7.5 feet in all directions and clear to the front. To report damaged or obstructed fire hydrants, call the Fire Department.

### **Alarm System Testing**

If at any time you are doing construction work or are working on your alarm system, you should notify the Fire Department at 954-797-2150 during normal business hours and at 954-797-2100 after hours and on weekends to put your alarm system in test. This will help prevent false alarms of your alarm system.

**Alarms**

All residential and business alarms in the City must have a permit which may be acquired at the Plantation Police Department. There is an initial administrative permit fee of \$25. Businesses and residences have a \$10 renewal fee. If there are no alarm occurrences within twelve months the \$10 renewal fee will be waived for residents only.

**Animals at Large**

All dogs must be under the control, custody or charge of the owner or other responsible person. The animal must be restrained by either a leash, cord, chain or other physical barrier (fence, cage or enclosure).

**Barking Dogs**

It is unlawful for the owner or anyone having control to allow any animal to howl, yell, bark, whine, crow, cackle or make noise excessively or continuously so as to disturb the sleep, peace or quietude of any citizen at any time.

**Bicycle/Equestrian Helmet Law**

All persons under the age of 16 years are required to wear a helmet while using or riding a bicycle, horse or other equine animal.

**Parking**

No person shall stop, stand or park an automobile within any street swale within or adjacent to property zoned for or used for residential purposes. The provisions of this Code shall not apply in area where temporary guest parking is permitted by the host or neighbors during a garage sale, open house, or other social event.

**ENGINEERING DEPARTMENT**

**Land Abutting Canals**

All owners/occupants of property abutting canals shall maintain their property to prevent trees, shrubs, or other flora from growing out over or into City canals.

**Seawall Maintenance**

All seawalls shall be maintained so that the joints are properly sealed, the wall panels are not loose or leaning, cracks are sealed and the sod behind the wall is compacted and level with the wall.



**Driveways and Swales**

Property owners are responsible for the upkeep and maintenance of drainage swales adjacent to the property. It is prohibited to block, fill, alter or obstruct any drainage swale. This means that driveways on right of ways are to be constructed following City requirements and only after proper permitting through the Building Department.

**Pollutant Discharge**

Any discharge other than storm water into the City or drainage district's storm water management system is in violation of City, county, state and federal law, unless authorized by a National Pollutant Discharge Elimination System (NPDES) permit. The drainage system includes swales, canals, lakes and catch basins.

**Group Homes**

Florida State Statutes regulate group homes in residential areas subject to certain size and separation requirements. These types of facilities are also regulated by various state and county agencies depending on the type of facility.

**Grand Opening Banner**

Grand opening banners may be displayed for a maximum of 14 days after the business opening. Tenants may have one (1) banner no greater than forty (40) square feet in area that must be attached to the business storefront. Applications are required and may be obtained from the Planning and Zoning Department.

**Painting of Buildings**

With the exception of single-family residences, all buildings require a building permit for painting. Some properties are painted in accordance with a site plan that was approved by the City Council. Changes in paint color that are not in compliance with the site plan on record must be approved by the Planning and Zoning Department, Plan Adjustment Committee or City Council.

**Location of Structures**

In all districts, every building shall comply with the setback and other development regulations applicable to the district in which they are located. Information regarding the development regulations should be obtained from the Planning and Zoning Department as the requirements vary for each district.

**Special Events**

Special events for commercial properties are events or functions that are of interest to the entire community such as fairs, festivals, art shows, and fundraisers such as car washes, cookie sales and candy sales for non-profit organizations or other promotional events. Special events for residential properties may include block parties or neighborhood gatherings. Applications for special events are available online at [www.Plantation.org](http://www.Plantation.org), and are submitted to the City Administration Office for processing. For more information, please call 954-797-2212.

**Violation of Approved Site Plan**

Most non-residential properties are developed in accordance with a site plan that was approved by the City Council. Changes to the property that are not in compliance with the site plan on record must be approved by the Planning and Zoning Department, Plan Adjustment Committee or City Council.

**OFFICE OF THE CITY CLERK****954-797-2239****Business Licenses**

All businesses require a business license prior to conducting business in the City of Plantation. Applications for business licenses are submitted to the City Clerk's Office for processing. The Zoning Department determines what types of businesses are allowed in certain zoning districts. If the use is approved, the City Clerk's Office schedules the required inspections and collects the business license fee.

### Tree Health, Safety and Appearance

In recognition of trees and support of the environment, the City has instituted rules and regulations governing the protection of trees and establishing landscape areas that promote aesthetic enhancement, health, safety, and wellbeing of the community.

As a part of the City's Community Appearance ordinance, landscape on all properties must be maintained to include proper fertilization, irrigation, insect and disease control, pruning techniques and removal and replacement of dead or diseased plant material.

Proper tree trimming promotes a healthy and long life.

Improper pruning of trees includes hat-racking, over-lifting, over-thinning, shaping, rounding, flush cutting, stub cutting, topping and removal of more than twenty five percent of the total area of any tree canopy. Any of these destructive practices are stressful to trees. They may result in decreased vigor, structural failure and diminished aesthetic value, and may make them more prone to storm-related failure, creating hazardous situations. When hiring a tree professional, it is strongly recommended that an International Society of Arboriculture (I.S.A.) certified arborist be consulted. All tree professionals are required to have a valid Broward County occupational license and a Broward County Tree Trimmers License.



### Tree Removal

**Tree Removal Permits** may be required prior to the removal of any tree in the City. Please contact the Department of Landscape Architecture if you intend to remove a tree from your property so that we may help you through the process and answer your questions.

### Horticultural Recycling

The City recycles horticultural material at the **Public Works Complex Recycling Center** at 750 NW 91st Avenue, just west of Pine Island Road on Cleary Boulevard. Open to residents only, proof of residency is required. Hours of operation are Monday through Friday 7:00 AM to 4:00 PM, Saturday 8:30 AM to 4:30 PM and Sunday 9:30 AM to 4:00 PM. Coupons are required and can be purchased at City Hall, Public Works Complex, Albertson's and Publix. Mulch is available free of charge at the Public Works Complex. Please call 954-452-2535 for more information.

### City Swales

City code prohibits the planting of landscape material in the City Swale. However, for those residents who are interested in planting trees in their swale, the City initiated a **Street Tree Program**. The Street Tree program has helped to increase the City's tree canopy, stabilize the earth's environment and enhance the City's residential and public streets. This program has afforded the City with some of the finest canopied streets within south Florida. Please contact the Department of Landscape Architecture if you are interested in receiving a street tree for a nominal fee.

For more information, please contact the Department of Landscape Architecture at 954-797-2246 or via e-mail at [askmargeandfred@Plantation.org](mailto:askmargeandfred@Plantation.org).

JUST A REMINDER...

Code Compliance means being a



**Good Neighbor**

We all have a responsibility to keep our neighborhoods beautiful, our communities safe and our environment clean.

If we do our part, Plantation will continue to be the beautifully maintained, quality City we love.

Let's all be a **Good Neighbor.**

[www.Plantation.org](http://www.Plantation.org)