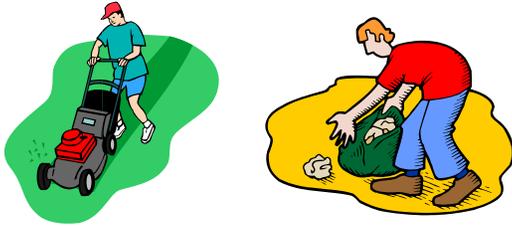


What you can do to help!

Each of us as citizens and/or property owners in the City of Coppell owe it to ourselves and our neighbors to maintain our homes and businesses in a manner which has a positive effect on the overall appearance of the City.



To File a Complaint

Complaints may be filed with the Code Compliance Department by calling 972-304-3500 or on-line at www.coppelltx.gov (Request for Service). When filing a complaint:

- Provide the address of the violation
- Identify the specific problem
- Provide your name, address, and telephone number to allow staff to return your call and obtain further information if necessary. This information is kept strictly confidential.

Once a complaint is received, staff will inspect the property and determine if a violation exists. A notice requiring compliance will be left at the property allowing the property owner adequate time to remedy the problem.



A Family Community For A Lifetime

Look for more Code Compliance information:

- CiTV—Time Warner Cable channel 16 or Verizon FiOS channel 32
- www.coppelltx.gov
- City Desk—water bill insert



Code Compliance Division

Physical Address:
265 E Parkway Blvd.
Coppell, Texas 75019

Code Compliance Phone: 972.304.3500
E-mail: inspect@coppelltx.gov

The City of Coppell Code Compliance

A Guide To Keeping Our Community Beautiful



RESPONSIBLE CODE COMPLIANCE

The City of Coppell has a comprehensive Code Compliance program which helps protect property values, promote general health and welfare, and enhance the quality of neighborhoods. It is an integral part of the City's commitment to neighborhood improvement. When homes and businesses are properly maintained, it has a positive effect on the overall appearance of the City.

The goal of the Code Compliance program is to bring to the attention of property owners any existing code violations which could have a negative impact on the property, neighborhood, and the City as a whole. Through voluntary compliance, cooperation, and a spirit of personal responsibility for the well-being of our community, the program will succeed in making Coppell an even better place to live, work, and shop.



Common Neighborhood Violations

Unightly conditions on private property, including, but not limited to **trash, junk, debris**, discarded or unused items stored in public view or not meant for outside use or not in current use.

High weeds and grass over 12 inches is a violation and can be a fire or safety hazard. Please be sure to maintain your lawn in accordance with the City's code including the perimeter of the building, fence and flowerbeds.

Placement of Trash & Recycle Receptacles and Bulk Trash—Waste and recycle items cannot be placed out earlier than the evening before the scheduled trash/recycle pickup day and must be removed from the right-of-way by the morning after the scheduled trash/recycle pickup day. Effective November 1, 2014, trash and bulk pickup collection takes place every Monday and Thursday and recycle and yard trimmings collection is every Wednesday. Bulk trash items must be stored out of public view until the evening before the collection day. Republic Services offers once a month free access to the Camelot Landfill site located in Lewisville. Residents also have access to a household hazardous waste (HHW) and electronics disposal service once a month. Call Republic Services at 972-304-3555 to schedule your HHW pick-up. For more information about how to prepare items for bulk pick up, what items can be recycled and information on household hazardous waste disposal, please see www.coppelltx.gov or contact the Environmental Health Department at 972-304-5150.

Property Maintenance including deterioration of wood, brick, siding, roofing, etc. Fence deterioration, rotting or unpainted and untreated wood, peeling paint exposing bare wood, broken windows, doors and gates are common violations found. Fences should not have a greater than 15% lean, show no signs of rot or deterioration and should not have any missing or broken pickets. See the section of Building Permits for information on when a permit is required and for fence repair regulations.

Junked vehicles parked or stored in public view are prohibited. The City's definition of "inoperable motor vehicle" is a vehicle which cannot be driven upon the public streets for reasons including but not limited to being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

Residential parking regulations include that all vehicles, trailers, boats, etc. shall be parked on an approved solid concrete surface. Vehicles parked in the driveway cannot extend over the sidewalk path or street. The sidewalk path must be clear for pedestrians. Trailers cannot be parked on the street for more than 2 hours in a residential area.

Stagnant water and pool water violations— Stagnant or standing water can be a health issue as they serve as a breeding ground for mosquitoes. Pool water should be wholesome and free of foreign matter and the water should be clear so that all parts of the bottom of the pool can be seen.

Common Neighborhood Violations

Signs Violations—In general, signs placed in the public right-of-way are a violation as the intent is to keep the medians and right-of-ways free of clutter and traffic hazards. Garage sale signs may be displayed between the hours of 6 p.m. Thursday and 10 p.m. Sunday, cannot exceed 6 square feet or be higher off the ground than 36 inches. No sign will be allowed within any street median or attached to any tree, public utility pole, street sign, traffic control sign, device or signal or project into the street or sidewalk. School and community events and not-profit organizations can obtain permits for display of signs in the sign zones around the City but must adhere to the size, placement and timeframe limitations. Signs that are placed in the right-of-ways in violation of the City's sign ordinance, will be confiscated and disposed of and could be subject to fines. More information on the temporary sign regulations can be found at www.coppelltx.gov/temporary-signs or you can contact the Building Inspections Department at 972-304-3500 regarding the sign permit process.

Overgrown trees or vegetation extending into the right of way can be a hazard. Trees are not to extend over the right-of-way (street, alley, sidewalk) and should not be lower than 14 feet over the street or alley or 7 feet over the sidewalk. When placing cut limbs out for yard trimmings collection day (Wednesdays), they must be cut in 4 foot lengths and bundled with cotton twin with the bundles not weighing more than 40 pounds not exceeding 2 cubic yards per pickup. Those limbs not bundled will be considered bulk waste picked up on Mondays & Thursdays.

Building Permits—A permit is required for construction, alteration, remodel and demolition. As a rule of thumb, please contact Building Inspections (972-304-3500) if you are not sure if a permit is needed before any work begins. A permit is required for building a new fence, replacing an existing fence if replacement consists of more than 50% of the fence. If post replacement is necessary, please note that metal posts are now required. If you are working with a contractor, please ask to see the permit before they begin the work as it is ultimately the property owner's responsibility to insure that the permit is obtained. There are some instances where a permit may not be required but building setbacks must be maintained. Again, check with the Building Inspections Division to insure proper placement before the work begins at 972-304-3500.

Home Occupations - A resident who desires to conduct a business, occupation or profession within a residential home is allowed to do so in the City of Coppell as long as they follow the zoning regulations. These regulations state that the activity can employ only members of the immediate family who reside in the home, there is no external evidence of the occupation such as signs, displays, noise, storage of materials, equipment, traffic or parking violations and that there is no separate entrance for the business and no appointed visits by the general public.