

## How to File a Complaint

Fill out an online complaint form:  
[www.cityofvancouver.us/codeenforcement](http://www.cityofvancouver.us/codeenforcement)

Call the Code Compliance Hotline:  
(360) 487-7810

## What Happens When a Complaint is Received?

Typically, a City inspector will visit the property to verify the complaint. If violations are confirmed, typically the City will then send a letter to the property owner or resident describing the complaint and requesting corrective action be taken.

Recipients of a code violation letter will:

- have an opportunity to discuss the situation with City staff, and
- will be given a specific and reasonable amount of time to correct the violation.

If no corrective action is taken, the City may issue a **Notice of Civil Violation and Order** to the property owner and/or resident. This may result in monetary fines and may be appealed to a City-appointed Hearings Examiner.

If the violation is not corrected within the time allowed, the City may charge the violator with a misdemeanor in District Court, and seek penalties and remedies upon conviction.

## Vancouver Community & Economic Development Department

415 W 6th St | P.O. Box 1995  
Vancouver, WA 98668-1995  
(360) 487-7800

[www.cityofvancouver.us/ced](http://www.cityofvancouver.us/ced)

Hours: Mon-Fri, 8 a.m. to 4 p.m.  
Closed 12:30-1:30 p.m. daily

# Vancouver's Minimum Property Maintenance Code



Child Traps  
Dangerous Holes  
Swimming Pools

CITY OF  
**Vancouver**  
WASHINGTON

**Vancouver Municipal Code 17.14.270 (d) defines child traps** as refrigerators, freezers or iceboxes with unlocked and attached doors, or similar container which may endanger public safety. Child traps shall be removed or secured.



**Vancouver Municipal Code 17.14.270 (f) defines a dangerous hole** as any open hole which may endanger public safety.

Holes wider than twelve (12) inches and deeper than twenty four (24) inches, with a slope of 2 (horizontal):1 (vertical) or greater and have the capability of retaining water are presumptively dangerous to public safety.

Holes which may endanger public safety include, but are not limited to wells, cisterns, open cesspools, septic tanks, excavations, in-ground swimming pools no longer in use or open foundations.

Dangerous holes shall be abated, filled, sealed or removed.



**Vancouver Municipal Code 17.14.270 (n) states swimming pools and swimming pool barriers** shall be maintained in a clean, sanitary condition and in good repair.

