

**TO:** Board of Health  
**FROM:** Nancy Clark, REHS  
Environmental Health Supervisor  
**DATE:** January 29, 2016  
**SUBJECT:** Proposed Revision to Policy 224.30 – Nuisance and Solid Waste Complaints

Revisions of this policy are needed to bring it up to date with changes in practice, software and legal guidance.

Revisions made to this policy include:

Revising policy to reflect current practice and legal enforcement guidance;

Updating the complaint process to reflect current use of software for documenting and tracking complaints;

Changes to the associated notices to property owners and tenants providing clarity regarding code violations, actions to be taken and deadlines to achieve compliance;

Revising tracking procedures to improve reporting capabilities;

Updating terminology to reflect current database nomenclature.

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| Staff recommend that the Board of Health approve<br>Policy 224.30 – Nuisance and Solid Waste<br>Complaints. |
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