

## **Guide to Municipal Code Compliance**

### Business Tax Required 5.08.030

All businesses located or conducting business with the City limits are required to register yearly with the City of Milwaukie Finance Department and pay a tax unless exempted. Questions call Finance Department 503-786-7521

### Nuisances Affecting Public Health 8.04.070

This section includes regulations that prohibit accumulations of debris, stagnant water, water pollution, offensive odors, dense smoke and fumes and the providing habitat and food for rats. Questions call Code Compliance 503-786-7409

### Compliance with Zoning Regulations 8.04.135

All businesses must follow zoning regulations including notices of decision from the City of Milwaukie Planning Commission. Questions call the Planner of the Day 503-786-7630

### Graffiti Removal Required 8.04.155

It is the property owner's responsibility to remove any graffiti that occurs on their property. If given notice by the City of Milwaukie the owner must remove the graffiti within 10 days. If your building has been graffiti call the Police to file a report at 503-786-7500.

### Notices and advertisements 8.04.160

It is prohibited to distribute any placard, bill, advertisement or poster upon real or personal property (including vehicles), public or private, without first securing permission from the owner or person in control of the property. This section does not prohibit the distribution of advertising material during a parade or approved public gathering. Questions call Code Compliance 503-786-7409

### Abandoned Shopping Carts Prohibited 8.24.060

It is a business owner's responsibility to post all shopping carts with the following notice: removal of shopping carts is prohibited by law (ORS 164.015). Report abandoned shopping cart to (businesses toll free number). Furthermore abandoned carts must be retrieved within 72 hours or a citation may be issued to the business. Questions call Code Compliance 503-786-7409

### Right-of-Way Vegetation Maintenance Repaired Title 12

It is the responsibility of the adjacent property owner to maintain the vegetation between their property and the street. Vegetation is not allowed to block signs, hang lower than 12 feet over the street and 8 feet over the sidewalk. Questions call Code Compliance 503-786-7409

### Signs Prohibited in the Right-of-Way 14.12.020

Signs are not to be posted in the right-of-way unless permitted; this includes posting flyers and signs to utility poles, trees, trash cans and street signs. Few signs are allowed in the right-of-way. The right-of-way is an area dedicated to the public for vehicular and/or pedestrian and/or bike travel. Questions call the Engineer of the Day 503-786-7606

Additionally, signs and flyers should not be posted on any public property unless approved by the city; this includes parks, municipal parking lots and city buildings.

#### Daily Display Sign Permit Required 14.20.040

Daily display signs are 16 square feet or smaller, generally in the form of a sandwich board sign. A permit costs \$50 for the life of the sign. There are specific rules that apply to these signs such as displaying and storing each day. Questions call the Planner of the Day 503-786-7630

#### Abandon Signs Prohibited 14.28.010

Any sign that is no longer used must be removed.  
Questions call the Planner of the Day 503-786-7630

#### Home Occupation Use Restrictions 19.424.2

Home occupations must maintain a residential character and the business owner/operator must live at the location. Outward display of merchandise, materials and equipment, auto repair, and class sizes over 5 enrollees are prohibited. Questions call the Planner of the Day 503-786-7630

#### **New Business Checklist:**

- Register business with the City of Milwaukie: Questions call (503)786-7521
- Purchase parking permits for employee parking needs: Questions call (503)786-7564
- Obtain building permit for any new fixed signs: Questions call (503)786-7611
- Obtain Daily Display Sign permit: Questions call (503)786-7630
- Maintain right-of-way vegetation adjacent to the your property: Questions call (503)786-7409
- When doubt call code compliance for assistance (503) 786-7409