



**T.R.A.C.**

**Teaching Residents About Code**  
**972-485-6400**  
**Code Compliance**

**Contents**

**Common Code Compliance Violations**

- Address Numbers
- Encroachments
- Fences
- Garage Sales
- Graffiti
- Grass and Unmanaged Vegetation
- Home Businesses
- Improper Storage
- Junk Vehicles
- Lawn Waste
- Overcrowding
- Oversized Vehicles
- Parking on Unimproved Surfaces
- Poison Ivy
- Refrigerators
- Rental Property Registration
- Signs
- Trash and Refuse
- Trash Container Placement

**Important Phone Numbers**

- Utilities, Inspections, Public Safety,
- Neighborhood Vitality and others.

Note: These are samples of the Neighborhood Health and Sanitation code violations. For a complete listing of City of Garland Code of Ordinances, please go to [WWW.garlandtx.gov](http://WWW.garlandtx.gov) and click on City Hall then Code of Ordinances.

**Address Numbers**

Each property must display address numbers that are at least 3 inches tall in the front and back of the building—whether on the building itself, on an adjacent fence, or on an appropriate detached sign. The address numbers must be installed and maintained so that they are visible and legible from streets, alleys, private drives, and fire lanes. Individual tenant suites should be numbered in the same manner. Street address numbers are not required in the back of a multi-unit structure if no access is provided for that unit by a street, alley, private drive, or fire lane.

**Encroachments and Obstructions**

When vehicles are parked so that they extend over the sidewalk, they can become a hazard for pedestrians and other vehicles. At no time should vehicles be parked so as to extend over the sidewalk or off of the property. When tree limbs and bushes are allowed to grow over the street, alley, or sidewalk, they too can become a hazard for pedestrians and vehicles. Tree limbs, basketball goals, and other items that block the street, alley, or sidewalk should be removed. Limbs should be trimmed so that there is 14 feet of clearance from the ground (street) to the lowest limb. This clearance standard should be applied not only within your property limits but to the center of the street or alley. This is important because many of the city’s fire trucks, service vehicles, and school buses require a clearance of up to 14 feet. It is just as important that sidewalks be free of bushes, vehicles, basketball goals, skateboard ramps, and other objects that interfere with pedestrian traffic. The city’s ordinance specifies that the sidewalk should be free of obstructions to a height of 8 feet.

**Fences**

It is your responsibility as a resident or property owner in Garland to keep your fence in good repair. The fence should not contain broken or missing slats, lean more than 10 degrees vertically, or contain badly deteriorated material. Fences must not be constructed of prohibited materials, which include barbed wire, razor wire, and welded or woven wire, such as chicken wire, hog wire, stockade panels, and similar agricultural wires. Galvanized sheet metal, corrugated fiberglass, and materials not approved for exterior exposure are also prohibited. Electric fences must meet the requirements of the Building Inspection Department. If it is not financially possible for you to repair or replace a fence that is in violation, it may be removed, provided there is no pool in the yard.

**Swimming pool fences:** The following requirements must be met whether the pool in the yard is in-ground or above-ground:

- The fence must be at least 4 feet tall.
- The slats cannot be further than 4 inches apart.
- All gates must be self-closing and self-latching.
- The latch must be located in the top third of the gate.

A permit from the Building Inspection Department is required to build a fence. That department can be reached at 972-205-2300.

**Garage Sales**

A permit is required for all garage sales and yard sales. There is no fee for this permit. Sales may last only three consecutive days, and only three garage sales or yard sales are allowed each year. Directions for sign placement will be given at the time the permit is issued.

### **Graffiti**

The City of Garland's ordinance is intended not to punish property owners but to work with them to cooperatively wipe out graffiti. If your property is marked with graffiti, you can remove it yourself or call the Code Compliance Department at 972-485-6400 and report the location so that a city contractor can remove the graffiti at no cost to you. Written permission to remove the graffiti is the only requirement.

### **Grass and Vegetation**

As a resident or property owner in Garland, it is your responsibility to keep the lawn on your property maintained. Maintaining the alley or utility easement to the midpoint and the entire parkway (the area from the curb to the sidewalk) is also your responsibility. Violations occur when the grass and/or weeds reach over 12 inches. When they are allowed to grow taller than 12 inches, grass and weeds harbor insects, rodents, and snakes. During extended dry weather, high grass presents a fire hazard as well. In addition, property owners and residents must not allow unmanaged landscape and/or vegetation on any developed property. All brush, shrubs, and trees must be cut back so as not to block the sidewalk, the approach to the house, or the driveway and so as not to cover any windows.

### **Home Businesses**

Several rules apply to businesses that are conducted from the home:

- The business can be operated only by a person living in the home.
- Signs cannot be placed on the property advertising the business.
- Nothing can be sold from the home. (No money can be exchanged.)
- No equipment can be present that would not normally be found at a residence.
- The business cannot create noise, odor, increased traffic, light, or smoke.
- No materials can be stored outside.
- All business must be conducted indoors.

If you are not sure whether your business will be in violation of the ordinance, please call 972-485-6400.

### **Improper Storage**

For the health and safety of your neighborhood, your yard must be kept neat and clean. Items that can deteriorate when left outside should not be kept outside. These include indoor furniture, appliances, boxes, car parts, and paper products. Bags of trash should be placed in your green trash container and not beside it. Lumber should be neatly stacked on a rack at least 6 inches off the ground to avoid becoming harborage to insects and rodents.

### **Junk Vehicles**

Allowing a junk vehicle to remain on your property is dangerous to the public. Such vehicles tend to reduce property values and invite vandalism. They are also a nuisance and present a health hazard to minors.

A vehicle is considered a junk vehicle if it does not have a current license plate and a current state inspection sticker (BOTH MUST BE CURRENT). If one or both are expired AND the vehicle is either wrecked, dismantled, and discarded, it

is considered a junk vehicle. If it not wrecked, but has an expired registration or an expired inspection AND has remained inoperable for more than 48 hours if parked on public property or more than 30 consecutive days if parked on private property, it is then also considered a junk vehicle. These stipulations apply even if the vehicle is covered with a tarp or car cover, unless the vehicle is deemed a special interest or antique vehicle. Your options are to remove the vehicle from public view or to ensure that it is licensed, inspected, and operable.

### **Lawn Waste**

Yard waste cannot be dumped in a street, alley, or storm sewer system. In addition, residents should not allow others to dump waste in these areas.

### **Overcrowding**

A dwelling should not be occupied by more than three individuals who are not related by blood, marriage, or adoption to the owner of the property, or if a rental property, to the first signatory on the lease. Typically, the maximum occupancy for a two-bedroom house is five persons; for a three-bedroom house, seven persons; and for a four-bedroom house, nine persons.

### **Oversized Vehicles**

Oversized vehicles are restricted in residential areas. Examples of oversized vehicles are a truck tractor, road tractor, semi-trailer, tow truck, passenger motor vehicle designed to carry more than 16 persons (including the driver), or any other modified vehicle with a manufacturer's rating of 9,000 pounds gross vehicle weight or higher. The oversized vehicle is allowed in a residential area only if it is actively being used in the loading or delivery of passengers or goods. Recreational vehicles (motor homes, travel trailers, boats, and utility trailers less than 18 feet in length) must be parked on private property and not on the street.

### **Parking on Unimproved Surfaces**

City ordinance sets strict rules on allowable parking surfaces in front, side, and back yards in residential areas. In general, the city's rules are as follows:

- It is illegal to park any kind of vehicle (car, truck, boat, motorcycle, utility trailer, or recreational vehicle) on the grass or dirt.
- In a front yard, parking surfaces must either be concrete (5 inches thick) or interlocking concrete paving tiles on an approved sub-base.
- In a side or back yard, citizens may construct parking areas made of concrete, asphalt, or gravel (white rock or pea gravel 6 inches deep) held in place by an approved border such as treated lumber.

Due to the highly specific requirements, all residents and owners planning to construct a parking surface should contact the Building Inspection Department and obtain a permit before construction.

### **Pet Registration**

"No owner shall possess, keep or maintain within the city any dog or cat over four (4) months of age unless such dog or cat is currently registered with Animal Services." A current metal

registration tag, issued by Animal Services or a veterinarian authorized by Animal Services to issue the tag must be affixed to a collar or harness that must be worn by the dog or cat at all times. Contact Animal Services for more information at (972) 205-3570.

**Poison Ivy**

There should be no active poison ivy within 50 feet of a residence.

**Refrigerators**

Storing or keeping refrigerators or freezers outside is dangerous and unsightly. They are a nuisance to small children, who may become trapped inside. If a refrigerator or freezer is being placed at the curbside for pickup, you must ensure that the doors are secured and cannot be opened or have been removed.

**Rental Property Registration**

Every property owner who rents or leases to another person must register the home with the City of Garland. The owner/manager must submit an application for each single-family rental home to the Code Compliance Department. Rental properties are inspected at each change in occupancy or if a complaint is filed with the Code Compliance Department.

**Signs**

The City of Garland prohibits the placement of signs or flyers on public property, including telephone poles, utility poles, traffic signal poles, rights-of-way, medians, trees, and public fences and buildings. In addition, garage sale signs that are on private property must be removed at the end of the sale. No sign should block the view of vehicles or pedestrians. If you are not sure if a sign complies with city ordinances, please call 972-485-6400.

**Trash and Refuse**

Trash that is left outdoors is an eyesore and a health hazard. The City of Garland prohibits loose trash and refuse at a residence. Trash that will fit should be placed in the green trash container. When not placed at the curb for service, green containers must be placed in a manner as to be behind the front door of the front of the home. Waste that is too large for the green container—such as large boxes, furniture, appliances, or bags of leaves and grass—should be placed at the front curb no earlier than 6:00 pm the day before scheduled pickup. The exception is yard waste, such as tree limbs, which may be placed at the front curb any day of the week. For a list of items eligible for pickup, please contact the Environmental Waste Services Department at 972-205-3500.

**Animal Services** ..... 972-205-3570  
Animal Control, Pet Adoption

**Bldg. Inspections**..... 972-205-2300  
Construction permits (new & add-ons, pools, fences, garage conversions, etc.), storage shed permits

**Code Compliance**..... 972-485-6400  
High grass, garage sale permits, overcrowded housing, graffiti removal, parking on unimproved surfaces, junk vehicles

**City Secretary** ..... 972-205-2404  
Meeting agendas/minutes/solicitor permits

**City Tax Office** ..... 972-205-2410

**Employment Opportunities** ..... 972-205-2475

**Engineering** ..... 972-205-2170  
Alley paving, sidewalk repair/replacement, right-of-way mgmt.

**Environmental Services**  
Trash can/recycling bin replacement, trash/recycling/bulky waste  
Pickup ..... 972-205-3500  
Storm water run-off ..... 972-205-2180  
Hazardous Waste ..... 972-205-3460

**Firewheel Golf** ..... 972-205-2795

**Garland Municipal Courts** ..... 972-205-2330

**Granville Arts Centers**  
Theater/Banquet Hall  
Rental ..... 972-205-2780  
Box Office ..... 972-205-2790

**Health Department** ..... 972-205-3460  
Mosquito control, food safety  
Public Health Immunizations .... 972-205-3370

**Libraries** ..... 972-205-2500

**Mayor's Office** ..... 972-205-2400

**Neighborhood Services** ..... 972-205-3310  
Homebuyer/Home repair assistance programs

**Neighborhood Vitality** ..... 972-205-3864  
Neighborhood organization, grant information, block parties, GNMA

**Parks & Recreation** ..... 972-205-2750  
Carver Sr. Center ..... 972-205-3305  
Downtown Sr. Center ..... 972-205-2769

**Planning Department** ..... 972-205-2445  
Comprehensive & Neighborhood planning, zoning, development

**Public Safety**  
Police non-emergency ..... 972-485-4840  
Solicitor Permits ..... 972-205-1658  
Crimestoppers ..... 972-272-TIPS  
Fire non-emergency ..... 972-781-7100  
Fire Marshal's office ..... 972-781-7148

**Transportation**  
Traffic issues ..... 972-205-2430  
Traffic signal malfunction ..... 972-205-3250

**Utility Services Customer Service** ..... 972-205-2671  
*Establish utility service, billing, pay by phone, credit, disconnects/reconnects*

**Emergency Power Outage** ..... 972-205-3000

**Streetlight Repair** ..... 972-205-3483

**Line Location** ..... 1-800-344-8377

**Water Department** ..... 972-205-3210

**Emergency Numbers – of other utility outages**  
Atmos Gas ..... 1-866-322-8667 TXU ..... 1-800-233-2133