

# **POLICY MANUAL – ROSSBURN MUNICIPALITY**

## **VACANT LOT MAINTENANCE 2015-06**

### ***Purpose:***

The municipal council wishes to provide a policy respecting the maintenance of vacant lots in the Rossburn Municipality. Each year there are vacant lots in the rural municipality that become overgrown with grass/weeds which negatively affect the neighboring properties as well as the community as a whole.

### ***Definition:***

An area of land

- on which there are no permanent buildings and/or
- on which there are abandoned buildings and/or
- that is not being used as either a permanent or seasonal residence and/or
- is not subject of regular upkeep and maintenance for any of the above reasons

The purpose of this policy is to encourage property owners to maintain their grass/weeds on their properties.

### ***Procedures:***

- In spring of each year a letter will be sent to the owner(s) on file of every vacant lot in the Municipality at the discretion of the Councillor or the CAO. The letter will advise the lot owner that they are responsible to maintain grass/weeds on the lot and that should the lot require maintenance, the Municipality will have the property mowed and/or sprayed and charge the lot owner for the work.
- The letter will advise of the estimated cost for such work.
- Throughout the year, should the Municipality deem a property to require mowing/spraying; the Municipality will take appropriate action to have the work completed without prior notice.
- The amount owing will be billed to the property owner for payment.
- Should payment not be received within 90 days of billing, the amount owing will be added to the tax roll for the property.
- Any outstanding balances incurred through any actions described above are subject to the Municipal Accounts Receivable Policy.