



# Public Information

County of Ventura • Resource Management Agency • Code Compliance  
800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2463 • [vcrma.org/divisions/code-compliance](http://vcrma.org/divisions/code-compliance)

## Code Compliance Services

The Code Compliance Division provides enforcement of the Ventura County Building Code and Zoning Ordinances in the unincorporated areas of Ventura County. It is the mission of the Code Compliance Division to work with the residents, tenants, and the businesses of Ventura County to promote and maintain a safe and desirable living and working environment.

### What are Some Examples of Code Violations?

- Outdoor storage of inoperative motor vehicles, campers, boats, trailers, etc.
- Outdoor storage of items on property and/or within required setbacks
- Unpermitted buildings or construction
- Unlawful grading or brush removal
- Fences exceeding maximum height limits
- Illegal dwelling or living in recreational vehicles
- Trimming/removal of protected trees (oak, sycamore, etc.) without permits or construction within a protected tree zone
- Activities related to a commercial or industrial use without the proper permits
- Keeping of excessive pet or farm animals
- Illegal signs

### How Does the Enforcement Process Work?

- The process begins with a report/complaint filed by a concerned citizen. Anyone may submit a report relating to activities and/or structures on a piece of property. Complainant identity is treated as confidential unless disclosed by court order. Anonymous complaints will not be accepted.
- The report/complaint will be logged in and assigned to the Code Compliance Officer for investigation.
- If the Code Compliance Officer confirms that a violation of the Zoning Ordinance or Building Code exists, a Notice of Violation and Notice of Impending Civil Administrative Penalties may be issued to the property owner.
- If the violation continues unabated for another 30 days, the County may record a Notice of Noncompliance against the property with the County Recorder's office. A Notice of Imposition of Civil Administrative Penalties may also be issued, and a Civil Administrative Penalty lien may be recorded. Civil Administrative Penalties range from \$50 to \$1000 per violation per day. The County's Civil Administrative Penalties Program is described in more detail in the County's Zoning Ordinance and Building & Safety Code.
- If a violation poses an immediate threat to public health or safety, is a repeat offense, or is transient in nature, the 30-day notice and compliance periods described above may be waived and immediate enforcement and/or legal action may be taken. Actions may include criminal citation or complaint, or civil court injunction.

## Phone Directory of County Departments and Other Agencies

There are many types of possible code violations. The following list of contacts is provided to assist you in directing your concern to the proper agency.

If your complaint is regarding:	Please call this agency:
<ul style="list-style-type: none"> <li>• Substandard Housing</li> <li>• Non-permitted Construction</li> <li>• Property/housing maintenance issues</li> <li>• Travel Trailers used as a Residence</li> <li>• Sewage Discharge</li> <li>• Home Occupations or Businesses</li> <li>• Open Storage (trash/debris/inoperative vehicles)</li> <li>• Structures within Setbacks</li> <li>• Non-permitted Mobile Homes</li> </ul>	Code Compliance 805-654-2463
<ul style="list-style-type: none"> <li>• Restaurants</li> <li>• Solid Waste</li> <li>• Hazardous Waste</li> <li>• Vector Control</li> </ul>	Environmental Health 805-654-2813
<ul style="list-style-type: none"> <li>• Asbestos Removal</li> <li>• Electric Generators</li> <li>• Demolition of Structures</li> </ul>	Air Pollution Control District 805-654-2797
<ul style="list-style-type: none"> <li>• Water Well Quality</li> <li>• Illegal Grading</li> <li>• Diverting Natural Water Flow</li> <li>• Tree Trimming (on public roads only)</li> </ul>	Public Works 805-654-2059
<ul style="list-style-type: none"> <li>• Dumping in Waterways</li> </ul>	Watershed Protection 805-654-2069
<ul style="list-style-type: none"> <li>• Weed Control</li> </ul>	Ventura County Fire Dept. 805-384-1500
<ul style="list-style-type: none"> <li>• Dangerous Animals</li> </ul>	Animal Control 805-388-4341
<ul style="list-style-type: none"> <li>• Inhumane Treatment of Animals</li> </ul>	Humane Society 805-646-6505
<ul style="list-style-type: none"> <li>• Abandoned Vehicles on Public Streets</li> </ul>	California Highway Patrol 805-654-4571
<ul style="list-style-type: none"> <li>• Road Maintenance</li> <li>• Graffiti on Public Property</li> </ul>	Public Works Transportation 805-672-2131
<ul style="list-style-type: none"> <li>• Public Disturbances</li> <li>• Events</li> </ul>	Ventura County Sheriff 805-654-2311

It is important that complainants provide their name, mailing address, and phone numbers so the Code Compliance staff can contact them if there are questions about their complaint. Code Compliance Officers do not call complainants with regular status reports, but they do upon request provide complainants with “blind” copies of correspondence sent to the offending party.

### How Do I File a Report?

There is no fee to file a report; however, a signature is required. An electronic Complaint Form is located on the County’s Code Compliance Division website: [vcrma.org/divisions/code-compliance/report-a-potential-violation/](http://vcrma.org/divisions/code-compliance/report-a-potential-violation/)

You may file a report/complaint in any of the following ways:

- Submit your electronic Report/Complaint Form online from the Code Compliance website.
- E-mail your electronic Report/Complaint Form from the Code Compliance website.
- Fax your signed Report/Complaint Form to (805) 477-1588;
- Mail your signed Report/Complaint Form to 800 S. Victoria Ave, Code Compliance Division L#1760 Ventura, CA 93009-1760;
- Drop off your signed Report/Complaint Form at the Code Compliance Division public counter weekdays between 8:00 a.m. and 3:30 p.m.

Complainants should provide as much information as possible in their written complaint. The more information Code Compliance staff has to work with, the more readily the complaint may be addressed. Complainants may add supplemental pages to the basic complaint form, and include pictures, diagrams of the site, and/or logs of dates and times when the alleged violation(s) occurred.

If you have any questions or concerns regarding your complaint, please call the Code Compliance hotline at (805) 654-2463, or send an email to:

[code.enforcement@ventura.org](mailto:code.enforcement@ventura.org).