

City of Birmingham  
Department of Planning, Engineering and Permits  
Environmental Code Enforcement  
Weed Abatement Process

Process for Declaration  
of nuisances on existing  
properties

- City Ordinance 11-8-8 - states all properties should be kept free of injurious, noxious, or unsightly weeds, or grass growth higher than ten inches.
- Property with an overgrown lot violation will be entered into the Weed Bill.
- A certified letter is mailed to the property owner by the City Clerk.
- City Council approves the 1<sup>st</sup> resolution declaring the property a nuisance and setting a public hearing.
- City Council approves the 2<sup>nd</sup> resolution authorizing the abatement of nuisances and the costs of such abatement to be assessed against and constitute a lien upon such property.
- It takes approximately 8 weeks to declare a property a nuisance.

Process of cutting the  
vacant lots (3<sup>rd</sup> Party  
vendors)

- Environmental Code Enforcement staff creates the vendor cut list for nuisance properties. Vendors are selected through a bid process.
- The Department of Planning, Engineering & Permits (PEP) submits a requisition for the weed abatement to the Department of Finance, Purchasing Division for the vendor.
- The Department of Finance, Purchasing Division places the list of lots to be cut on a purchase order for the vendor.
- The lots are cut by the vendors. The timeframe for cutting is dependent upon several factors (i.e. weather, funding, size of lot, contractor assignment by location, etc.)
- PEP performs a final inspection of the abated property.
- PEP is billed/invoiced by the vendor cutting the weeds on the particular property.
- City Council approves the 3<sup>rd</sup> resolution fixing a special assessment against the property.

Process for collection of  
liens on abated  
properties.

- The Department of Finance, Special Assessments Section records each weed abatement assessment as an account receivable and corresponding revenue entry is recognized until the payment is received.
- The Department of Finance, Special Assessments Sections sends an invoice to each property owner requesting payment for the weed abatement assessment.
- Weed abatement assessments for those property owners who are delinquent (due to the City of Birmingham Department of Finance) are filed with the Jefferson County Tax Assessors Office.
- The weed assessment appears on the Jefferson County property tax card of the citizen who owns the property.
- In order for the citizen to pay their property taxes, they must also pay for the weed assessment.