

20.04 ENFORCEMENT. (1) The enforcement officer of this code shall be the chief housing official, who is hereby authorized and directed to enforce the provisions thereof, and the term housing official as used in this code shall mean the chief housing official or his duly designated and authorized representative. The chief housing official shall be the building inspector.

(2) **NOTICE OF VIOLATION.** Whenever the chief housing official determines that there exists a violation of any provisions of this code, he shall give notice of such violation to the person or persons responsible therefor and order compliance. Such notice and order shall:

- (a) Be in writing;
- (b) Include a list of violations referring to the sections of the code violated;
- (c) Set a reasonable time, not to exceed 90 days in any event, for the performance of any act it requires;
- (d) Contain an outline of remedial action which, if taken, will effect compliance with the provisions of this code;
- (e) Advise the owner or occupant of the procedure for appeal;
- (f) Be served upon the owner or occupant by delivering it to him personally or by mailing a copy thereof by certified mail to his last known address or if the person to be served is unknown, by posting said notice in some conspicuous place on the premises;

(3) **DUPLICATE NOTICE.** Whenever the owner of a dwelling is notified by the chief housing official of a violation for which he is responsible, a copy of the notice shall also be posted on the premises, delivered, or sent by ordinary mail to the occupants of the dwelling; and whenever an occupant is notified by the chief housing official of a violation for which he is responsible a copy of the notice shall also be delivered, or sent by ordinary mail to the owner of the dwelling. Failure to send such duplicate notice, however, shall not affect the validity of any proceedings against the owner or occupant.

(4) **REMOVAL OF SUBSTANDARD BUILDINGS.** All buildings or portions thereof which are determined to be substandard as herein defined are hereby declared to be public nuisances and shall be abated by repair or rehabilitation; or by demolition or removal in accordance with the procedure as specified in Section 66.05 of Wisconsin Statutes.

(5) **EMERGENCY PROCEDURE.** Whenever the chief housing official shall find an emergency existing which requires immediate action to protect the public health or safety, he shall, without notice or hearing, issue an order reciting the existence of such an emergency and requiring such action be taken as he deems necessary to meet the emergency; notwithstanding any other provision of this code such order shall be immediately effective and no person shall knowingly violate the provisions of such order.