



Dear Bowling Green Resident,

The **Good Neighbor Guide** is intended to help support a high quality of life for all of those that call Bowling Green home. A good neighbor is considerate, friendly and participates in actions that support community. While the Guide can be utilized as a reference for common scenarios related to neighborhood issues, we recommend reviewing the following tips and resources that are critical to creating and maintaining good neighbor relationships.

#### Tips for Success:

- *Make meaningful contact.* Introduce yourself to your neighbors. A simple hello goes a long way to building relationships.
- *Know neighbors on a personal level.* Ask questions about their interests, professions, backgrounds and their family.
- *Be considerate.* Please think about your neighbors' schedules, which may be different from yours, and be considerate.

Making too much noise, particularly late at night, is a nuisance and against the law. Large parties can also cause friction with your neighbors and violate city ordinances.

- *Be respectful.* We pride ourselves on being a welcoming, inclusive community. Posting signs or banners that members of the community could find offensive runs counter to the values of Bowling Green. It could also be a violation of your lease and city ordinances.
- *Know your lease.* Understand what your landlord is responsible for and what your obligations are for things like trash disposal, lawn care and snow removal.
- *Know your city and neighborhood.* Familiarize yourself with regulations on things like noise and litter ordinances, parking and snow removal. Much of this information can be found on the city of Bowling Green's website.

#### City and Campus Resources:

- **FOR EMERGENCIES: DIAL 911**
- City Website: [www.bgo.org](http://www.bgo.org)
- Fire Department: 419-352-3106
- Police Department: 419-352-2571
- Utilities: Electric, water, and sewer: 419-354-6258; Columbia Gas, 1-800-344-4077
- BGSU Office of the Dean of Students: 419-372-2843
- Falcon Health Center: 419-372-2271
- BGSU Student Legal Services: 419-372-2951
- BGSU Police: 419-372-2346
- BGSU Counseling Center: 419-372-2081

**General City Questions: 419-354-6204 or by email at [bgcity@bgo.org](mailto:bgcity@bgo.org)**

**Please help us make sure BG remains a great place to live and learn!**



# Good Neighbor Guide



Neighbors are having a loud party during nighttime or early morning hours

## CONTACT

**Agency:** City of Bowling Green – Police Division

**Phone:** (419) 352-1131

## ENFORCEMENT

### *Actions*

Site Visit

### *Typical Time*

Within hour depending on call volume



# Good Neighbor Guide



## Neighbors dog barks excessively

### CONTACT

**Agency:** City of Bowling Green – Police Division

**Phone:** (419) 352-1131

### ENFORCEMENT

*Actions*

*Typical Time*

Site Visit

Within hour depending on call volume



# Good Neighbor Guide



Private trash trucks are excessively loud during nighttime or early morning hours, or any noise complaint

## CONTACT

**Agency:** City of Bowling Green – Police Division

**Phone:** (419) 352-1131

## ENFORCEMENT

### *Actions*

Site Visit

### *Typical Time*

Within hour depending on call volume



# Good Neighbor Guide



Small trash (papers, cans, bottles, etc.) is being left on neighbor's property

## CONTACT

**Agency:** City of Bowling Green – Police Division

**Phone:** (419) 352-1131

## ENFORCEMENT

### *Actions*

Site Visit

### *Typical Time*

Within hour depending on call volume



# Good Neighbor Guide



Large trash (couch, chairs, table, etc.) on my property or neighbor’s property

## CONTACT

**Agency:** Bowling Green Police Division

**Person:** Civil Enforcement Technician

**Phone:** (419) 352-1131

**Email:** [civilenforcement@bgohio.org](mailto:civilenforcement@bgohio.org)

## VIOLATION

§ 94.26-27 LITTER ON PRIVATE PROPERTY. Violation constitutes a minor misdemeanor if left after 48 hours.

## ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
<hr/>	
Response within 24 hours if reported Monday-Friday, 48 hours if on the weekend.	

## CORRECTION

Remediation or abatement of the violation is required within 2-5 days after notice of violation posted. Follow up visit by agency within 1-2 days.



# Good Neighbor Guide



Large trash (couch, chairs, table, etc.) is being left on public property including the sidewalk or median

### CONTACT

**Agency:** City of Bowling Green – Public Works

**Phone:** (419) 354-6227

**Email:** [bgpw@bgohio.org](mailto:bgpw@bgohio.org)

### VIOLATION

§ 94.21 LITTER IN PUBLIC PLACES. Violation constitutes a minor misdemeanor if left after 24 hours.

### ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
Site Visit	Same day as received if regular weekday (Monday-Friday)
Follow Up Research	24 Hours
Findings / Written Report	7 - 21 Days
Follow Up Visit	Next day after first Site Visit



# Good Neighbor Guide



Neighbors have tall brush, grass or noxious weeds (over 8 inches)

### CONTACT

*Agency:* Bowling Green Police Division

*Person:* Civil Enforcement Technician

*Phone:* 419-352-1131

*Email:* [Civilenforcement@bgohio.org](mailto:Civilenforcement@bgohio.org)

### VIOLATION

§ 99.20 NOXIOUS WEEDS; DUTY TO CUT. Violation constitutes a minor misdemeanor.

### ENFORCEMENT

*Actions*

*Typical Time*

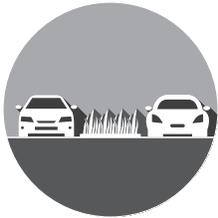
Response within 24 hours if reported Monday-Friday, 48 hrs. if on the weekend.

### CORRECTION

Remediation or abatement of the violation is required within 5 days after notice of violation is posted. Follow up visit by agency is conducted within 1-2 days after required remediation date.



## Good Neighbor Guide



Public property, including parkways or medians have tall brush, grass or noxious weeds (over 8 inches)

### CONTACT

**Agency:** Bowling Green Police Division

**Person:** Civil Enforcement Technician

**Phone:** 419-352-1131

**Email:** [Civilenforcement@bgohio.org](mailto:Civilenforcement@bgohio.org)

### VIOLATION

§ 99.20 NOXIOUS WEEDS; DUTY TO CUT.

### ENFORCEMENT

*Actions*

*Typical Time*

Response within 24 hours if reported Monday-Friday, 48 hours if on the weekend.

### CORRECTION

Remediation of violation is required within 5 days after notice of violation is posted. Follow up visit by agency is conducted within 1-2 days after required remediation date.



# Good Neighbor Guide



Neighbors building(s) appear to be unsafe due to damage or deterioration

### CONTACT

**Agency:** Wood County Health District

**Web:** [www.woodcountyhealth.org](http://www.woodcountyhealth.org)

**Phone:** (419) 354-2702

**Email:** healthdept@co.wood.oh.us

### PENALTY

- Code citation:
- \$500 fine if no compliance (civil)
- \$100 per day per violation (criminal)

### ENFORCEMENT

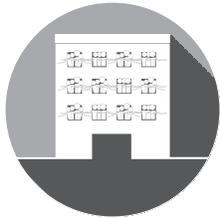
<i>Actions</i>	<i>Typical Time</i>
Initial Research	1 Day
Site Visit	1 Day
Follow Up Research	1 Day
Findings / Written Report	Dependent on circumstances

### CORRECTION

Bringing the violating structure(s) into compliance within an amount of time suitable for the circumstances. When that time frame has been determined, the agency will conduct a follow-up visit after the duration has ended.



# Good Neighbor Guide



Neighbors building appears to have more residents than allowed occupancy for apartments

### CONTACT

**Agency:** Wood County Health District

**Web:** [www.woodcountyhealth.org](http://www.woodcountyhealth.org)

**Phone:** (419) 354-2702

**Email:** healthdept@co.wood.oh.us

### PENALTY

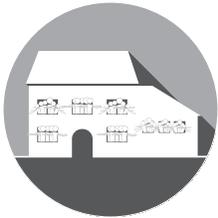
- Code citation:
- \$500 fine if no compliance (civil)
- \$100 per day per violation (criminal)

### ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
Initial Research	1 Day
Site Visit	1 Day
Follow Up Research	1 Day
Findings / Written Report	Dependent on circumstances



# Good Neighbor Guide



Neighbors building appears to have more residents than allowed occupancy for a single-family dwelling

### CONTACT

**Agency:** City of Bowling Green – Planning Department

**Person:** Jason Westgate, Code Enforcement Officer

**Phone:** (419) 354-6218

**Email:** [jwestgate@bgohio.org](mailto:jwestgate@bgohio.org)

### PENALTY

- \$500/day

### ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
Initial Research	3 Weeks
Site Visit	3 Weeks
Follow Up Research	3 Weeks
Findings / Written Report	Dependent on circumstances

### CORRECTION

Remediation or abatement of the violation is required within 30 days after notice of violation posted. Typical time for remediation or abatement is 30-45 days. Follow up visit by agency after 60 days.



# Good Neighbor Guide



Vehicles are being parked on public property including parkways, median, or left on the street for an extended period of time

### CONTACT

**Agency:** City of Bowling Green – Police Division

**Person:** Dispatch

**Phone:** (419) 352-1131

### PENALTY

- \$500/day

### ENFORCEMENT

#### *Actions*

#### *Typical Time*

Initial Research

Dispatched to area officer. If a 24-hour parking issue, then complaint is forwarded to Parking

Site Visit

Dispatched to area officer. If a 24-hour parking issue, then complaint is forwarded to Parking.



# Good Neighbor Guide



Vehicles are being parked on neighbor's front yards, or anywhere on the grass on the private property

### CONTACT

**Agency:** City Of Bowling Green Police Division

**Person:** Civil Enforcement Technician

**Phone:** 419-352-1131

**Email:** Civilenforcement@bgohio.org

### VIOLATION

Civil citation Class A § 76.16.

### ENFORCEMENT

*Actions*

*Typical Time*

Response within 24 Hours if reported Monday-Friday, 48 hrs. if on the weekend.

### CORRECTION

Remediation or abatement of the violation is required within 24 hours after notice of violation posted. Follow up visit by agency within 1-2 days after required remediation date.

Parking citation on vehicle will serve as violation notice.



# Good Neighbor Guide



There are inoperable vehicles parked on my street

## CONTACT

**Agency:** City of Bowling Green – Police Division

**Person:** Dispatch

**Phone:** (419) 352-1131

## ENFORCEMENT

### *Actions*

Initial Site Visit

### *Typical Time*

Within 24 hours if regular weekday



# Good Neighbor Guide



## There are inoperable vehicles on my neighbor's property

### CONTACT

**Agency:** City Of Bowling Green Police Division

**Person:** Civil Enforcement Technician

**Phone:** 419-352-1131

**Email:** [Civilenforcement@bgohio.org](mailto:Civilenforcement@bgohio.org)

### VIOLATION

Civil citation Class A § 70.40

### ENFORCEMENT

*Actions*

*Typical Time*

Response within 24 hours if reported Monday-Friday; 48 hours if reported on the weekend.

### CORRECTION

Remediation or abatement of the violation is required within 14 days after notice of violation is posted. Follow up visit by agency within 1-2 days after required remediation date.



## Good Neighbor Guide



An illegal sign has been posted on my street

### CONTACT

**Agency:** City of Bowling Green – Planning Department

**Person:** Jason Westgate, Code Enforcement Officer

**Phone:** (419) 354-6218

**Email:** [jwestgate@bgohio.org](mailto:jwestgate@bgohio.org)

### VIOLATION

Civil citation Class A § 115.02

### ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
Initial Research	2-3 Days
Site Visit	2-3 Days
Follow Up Research	2-3 Days
Findings / Written Report	2-3 Days

### CORRECTION

Remediation or abatement of the violation is required within 10-14 days after notice of violation posted. Typical time for remediation or abatement is 14-21 days. Follow up visit by agency within 21 days.



## Good Neighbor Guide



## My street has broken or disconnected sidewalks

### **CONTACT**

**Agency:** City of Bowling Green – Public Works

**Phone:** (419) 354-6227

**Email:** [bgpw@bgohio.org](mailto:bgpw@bgohio.org)

### **CORRECTION**

Property owner's responsibility. City of Bowling Green offers a 50/50 sidewalk program, a cost sharing program between the City and property owner.



# Good Neighbor Guide



## Open burn on private or public property

### CONTACT

**Agency:** City of Bowling Green – Fire Division

**Person:** Dispatch

**Phone:** (419) 352-3106

**Email:** BgFire@bgohio.org

### PERMIT

Required. Available at Bowling Green Fire Department, 552 E. Court St.

### ENFORCEMENT

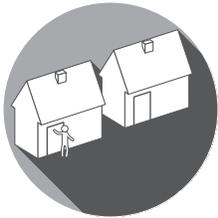
<i>Actions</i>	<i>Typical Time</i>
Initial Research	5 Minutes
Site Visit	10 Minutes
Findings / Written Report	30 Minutes

### CORRECTION

Fire must be extinguished immediately.



# Good Neighbor Guide



## Door-to-door solicitation

### CONTACT

**Agency:** City of Bowling Green – Police Division

**Person:** Dispatch

**Phone:** (419) 352-1131

### ENFORCEMENT

***Actions***

***Typical Time***

Initial Site Visit

Within hour depending on call volume



# Good Neighbor Guide



## Feral or wild animals

### CONTACT

**Agency:** City of Bowling Green – Police Division

**Person:** Dispatch

**Phone:** (419) 352-1131

### ENFORCEMENT

<i>Actions</i>	<i>Typical Time</i>
Initial Site Visit	24 hours if a regular weekday



## Good Neighbor Guide



## Animal feces on public property

### **CONTACT**

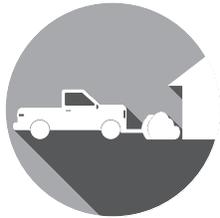
*Agency:* Bowling Green Police Division - Civil Enforcement

*Phone:* (419) 352-1131

*Email:* [civilenforcement@bgohio.org](mailto:civilenforcement@bgohio.org)



# Good Neighbor Guide



## Snow removal on private property

### CONTACT

**Agency:** Bowling Green Police Division

**Person:** Civil Enforcement Technician

**Phone:** 419-352-1131

**Email:** [Civilenforcement@bgohio.org](mailto:Civilenforcement@bgohio.org)

### PENALTY

Civil citation plus bill for snow removal.

### ENFORCEMENT

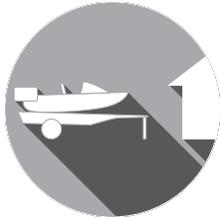
<i>Actions</i>	<i>Typical Time</i>
Initial Research	24-48 Hours
Site Visit	24-48 Hours
Follow Up Research	24-48 Hours
Findings / Written Report	24-48 Hours

### CORRECTION

Remediation or abatement of the violation is required within 24 hours after snowfall. Typical time for remediation or abatement is 48 Hrs. Follow Up visit by agency within 48 hrs. after snowfall event.



# Good Neighbor Guide



## Pods/RVs, boats, or trailers on private property

### CONTACT

- Agency:** Bowling Green Police Division (Boats/RVs/Trailers) Planning Department (PODs)
- Person:** Civil Enforcement Technician(PD) or Code Enforcement (Planning)
- Phone:** 419-352-1131(PD) or 419-354-6218 (Planning)
- Email:** Civilenforcement@bgohio.org(PD) or jwestagte@bgohio.org (Planning)

### PENALTY

Civil citation.

### ENFORCEMENT

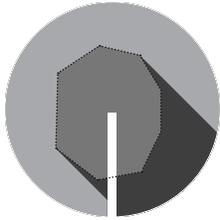
<i>Actions</i>	<i>Typical Time</i>
Response within 24 hrs. if reported Monday-Friday, 48 Hrs. if on the weekend. (Boats/RVs/Trailers)	

### CORRECTION

Removal of the pod, RV, boat, or trailer is required within 7 days. Follow up visit by agency within 24 -48 hrs. after required remediation date.



## Good Neighbor Guide



## Missing street signs

### **CONTACT**

*Agency:* City of Bowling Green – Police Division

*Person:* Dispatch

*Phone:* (419) 352-1131

### **CORRECTION**

Will forward complaint to Street Division.