



CODE VIOLATION NOTICE AND ORDER
By Authority of the Mayor and City Council of Baltimore

BRANDON M. SCOTT
MAYOR

ALICE KENNEDY
COMMISSIONER

Notice Number: 2581992A

Page 1 of 4

Inspector:

Name: Crystal Young

Phone: (410)396-7736

Area Office: 5225 York Road
Baltimore, MD 21229

Location of Violation:

Address: 403 E 31ST ST

Block: 3856 Lot: 023

Violation:

Issued: 10/30/2025

Number: 2581992A

A Housing Code Enforcement Official inspected the property listed above and determined the property was in violation of the Building, Fire and Related Codes of Baltimore City. You are hereby ORDERED to obtain all required permits and to correct all the items cited on this notice on or before November 29, 2025. Individual items on this notice may require earlier completion as noted.

Violation

Item # 1:

Complete within 30 Days

Location: FRONT FRONT PORCH STEPS WITH DETERIORATED AND ROTTING WO

Violation: Sec. 304.10 PMCBC Defective Stairs. Repair.

Item # 2:

Complete within 30 Days

Location: FRONT PORCH COLUMNS WITH DETERIORATING WOOD AND FLAKING

Violation: Sec. 304.4; 304.10 PMCBC Defective columns. Repair or replace.

Item # 3:

Complete within 30 Days

Location: FRONT FRONT PORCH RAILS WITH FLAKING PAINT

Violation: Sec. 304.8, 304.10, 304.12 PMCBC Defective Rail. Repair

Item # 4:

Complete within 30 Days

Location: FRONT TRASH & DEBRIS THROUGHOUT FRONT PORCH

Violation: Sec. 306 PMCBC Unsanitary Conditions. Remove all trash, garbage and debris and maintain in a clean and sanitary condition at all times. Trash, garbage and debris includes but is not limited to: Rubbish, Litter, Garbage, Paper, Rags, Ashes, Leaves, Cans, Cartons, Bags, Animal Waste, Filth, Dead Animals, Rubble, Demolition or Construction and Building Material, Cabinets, Furniture, Equipment Vehicle Parts, Tires, Appliances, Appliance Parts, Logs, Tree Branches, Yard Trimmings, and Similar Objects and Material.

If you need further help or information please telephone the inspector listed above.



417 East Fayette Street Suite 202 Baltimore, MD 21202

Baltimore Housing reflects the combined efforts of the Housing Authority of Baltimore City and the Baltimore City Department of Housing and Community De



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Page 2 of 4

Authority Of Commissioner To Order Repairs At Your Expense

If the premises are not kept clean, the building is not kept secure, and/or the building is not rehabilitated or maintained in accordance with minimum maintenance standards as ordered, or the property presents a health hazard, or nuisance as defined in the Baltimore City Health Code section 5-101, the city is authorized to do all or any part of the required work, or to demolish and remove the building or any part thereof, the cost of which will become both a lien against the property and a personal debt owed by all persons having an interest in the property.

Penalties

Failure to correct each violation in the time and manner prescribed is a criminal misdemeanor subject to a fine of up to \$500 per day. A violation may also be enforced by Court Order and civil penalty. In addition to initiating prosecution or other legal enforcement proceedings the Commissioner or an authorized representative of the Commissioner is authorized to complete all required work without further notice. The expense of the work will be both a personal debt and a lien against the property.

Certain violations of the BFRCBC and Zoning Code carry penalties that exceed the \$500 fine per day and in some cases may include incarceration.

Abatement Procedure

Work must be inspected and approved before this notice will be abated. Contact your area housing office at the number listed on page 1 to schedule an inspection when corrections have been completed. An abatement letter will be sent upon verifying satisfactory completion. All repairs, maintenance work, alterations, or installations must be done in a workmanlike manner. The Housing Code Official for your area may extend the time within which to comply with any item on this notice.

Administrative Review

Violations of the Zoning Code of Baltimore City:

An appeal of a zoning violation must be requested within 10 business days from the date of service upon you, on forms provided by the Zoning Administrator. Forms and assistance may be obtained at 417 E. Fayette Street, Baltimore, Maryland 21202, Room 100, 410-396-4126. Appeals of a zoning violation are heard before the Board of Municipal Zoning Appeals.

Violations of the Building, Fire and Related Codes of Baltimore City:

You have the right to request an administrative review of any violation notice and order of the BFRCBC. Your request must: 1) be in writing; 2) be made within 10 days of service upon



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Page 3 of 4

you; 3) set forth in full the reasons for review; and 4) be mailed certified or registered mail, return receipt requested to Deputy Commissioner, Permit and Code Enforcement at 417 E. Fayette Street, 3rd Floor, Baltimore, Maryland, 21202.

A request for a review of a condemnation or other notice or order with a completion date of less than 10 days must be made before the expiration of the notice. In emergency situations this review procedure may not be available.

Separate appeal request must be made if you are appealing violations of both the Zoning Code and the BFRCBC.

Lead Warning Statement

Many homes built before 1978 were painted using lead-based paint. Lead-based paint is particularly dangerous if it is chipping or peeling. If a home has been cited for chipping paint and this paint is lead-based paint, it places young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. In certain circumstances you must employ lead-safe work practices to correct paint violations. If you would like more information on lead poisoning prevention and lead-safe work practices, contact Department of Housing & Community Development Light Program at 410-396-3023 or the Baltimore City Health Department Childhood Lead Poisoning Prevention Program at 443-984-2460 or the Green & Healthy Homes Initiative by e-mail at marylandprograms@ghhi.org or by telephone at 410-534-6447 or 1-800-370-5323.

Property Registration

All non-owner occupied residential dwelling units and rooming units must be registered with the Commissioner of Department of Housing & Community Development. The Baltimore City Code, Article 13, Subtitle 4-2, requires every owner of a non-owner occupied dwelling unit, "whether occupied or vacant, whether it is producing revenue or not producing revenue, whether habitable or not habitable" shall file a registration statement with the Housing Commissioner. This must be done upon any transfer of the property and every September 1st thereafter. Failure to register your property in the time and manner prescribed is a criminal misdemeanor subject to a fine of up to \$500 per day. A violation may also be enforced by Court Order, civil penalty and environmental citation. More information on Property Registration is available online at dhcd.baltimorehousing.org. The Property Registration & Licensing Office is located at 417 E. Fayette Street, Room 100 and they are open Monday - Friday, 8:30 a.m. - 4:30 p.m.



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Page 4 of 4

For your reference:

- BFRCBC - Building, Fire and Related Codes of Baltimore City
PMCBC - Property Maintenance Code of Baltimore City
FCBC - Fire Code of Baltimore City
NEC - National Electric Code
Zoning - Zoning Code of Baltimore City
ART. 13 - Article 13 of the Baltimore City Code
Ann. Code - Annotated Code of Maryland
ORD - Ordinance
BCPC - Baltimore City Plumbing Code
HE - Health Article
IMC - Mechanical Code of Baltimore City

Go to <http://www.baltimorecity.gov/Government/CityCharterCodes.aspx> to view many of these codes.

For More Information:

For your convenience Department of Housing & Community Development provides information on outstanding violation notices, permits, housing court dockets and housing court orders. To access this information simply visit dhcd.Baltimorehousing.org and select Code Enforcement from the dropdown menu.

If you need more information regarding this notice or how to comply please telephone the inspector

Signature of recipient if hand delivered

Date

Print Name



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