

Photo Protocol for Code Enforcement Scan

Background: Housing code inspectors with the City of Omaha Planning Department use digital cameras to document housing code problems. Extensive photo documentation is made and preserved due to the possibility of legal action.

Omaha Neighborhood Scan is a cooperative, neighborhood-based approach and requires a lower level of photo documentation. Our strategy is to take photos of major code problems only. Furthermore, our photos will be taken from the sidewalk/street area, whereas City of Omaha personnel have the ability to walk around premises and get close-up photos.

Protocol:

1. Take a picture of the front of the house, with the address clearly showing in the center. Zoom in as much as necessary to make sure the address is easily readable.
2. Next, take pictures of each major code infraction. Do not take pictures of minor infractions.

Reminders:

- A. Use the zoom to show each problem as clearly as possible. Use multiple pictures to note large scale issues (e.g., multiple sides of house with peeling paint; multiple downspouts missing from gutters).
- B. Turn off camera when not in use; this preserves the battery.