


COUNCIL COMMUNICATION

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|  CITY OF DES MOINES OFFICE OF THE CITY MANAGER | Number: | 22-395 | Meeting: | September 12, 2022 |
| | Agenda Item: | 74 | Roll Call: | 22-1478 |
| | Submitted by: | Chris Johansen, Neighborhood Services Department Director | | |

AGENDA HEADING:

Adopting Chapter 61, Vacant Property Registration.

SYNOPSIS:

Adoption of the vacant property registration ordinance will allow the City to track vacant properties and require owners to maintain the properties, so they do not become blighted.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- Will require registration of any vacant/abandoned properties and establishes a maintenance responsibility for the property owners.
- Registration records will increase safety for first responders when they know the structure is vacant.
- Registration has the potential of decreasing criminal activity due to the requirement of a local management agent monitoring the property.
- Registration will help protect neighbouring property values by increasing owner responsibility.
- Owner of the vacant/abandoned property(s) must appoint a local management agent.
- Requirement of registration shifts the cost of monitoring vacant properties from the City of Des Moines to the owner of the property.
- Registration will be required for any vacant/abandoned properties and those subject to foreclosure.
 - Exceptions: Properties that are actively listed for sale with the appropriate signage will not have to be registered for 180 days after listed for sale.
- Owner of vacant/abandoned property(s) must identify insurance provider and contact information.
- Owner of vacant/abandoned property(s) must pay annual fees to keep the property(s) registered with the City of Des Moines.
- Monitor the property at least monthly and keep a log to present to staff upon request.

- Provide written notice to the City if the property is in violation and the steps being taken to comply.
- Must comply with ordinance requirements within 30 days.
- Owner can request an extension of time to complete repairs.
- Staff has the right to require additional security measures, if necessary, to protect residents from harm.
- There will be a process established for an owner to appeal a notice of violation or denial of an extension of time.
 - The code will also allow staff to send notice and proceed directly to court if the violations cannot be remedied by the City.
- Basic maintenance requirements:
 - If boarded, an opening must be replaced with glass and reglazing.
 - Boarded entrances shall be replaced or repaired in a workmanlike manner.
 - Provide ongoing exterior maintenance of the structure.
 - If there is an approved site plan, the property must be maintained to meet the requirements of the stie plan.
 - Maintain the parking lot and sidewalk surfaces so they are free of hazards.
 - Cut down volunteer trees, weeds, mow and clean up the property (litter, junk, and debris).
 - Shovel and remove snow and ice from traveled surfaces.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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