


COUNCIL COMMUNICATION

	Number:	24-505	Meeting:	December 9, 2024
	Agenda Item:	54	Roll Call:	24-1683
	Submitted by:	Chris Johansen, Neighborhood Services Department Director		

AGENDA HEADING:

Repeal and replace Chapter 61 of the Municipal Code relating to property maintenance and vacant property.

SYNOPSIS:

Chapter 61 is the portion of the City’s Code that regulates how vacant properties are inspected and licensed, how the property maintenance code enforcement is managed, and how the safety net, Improving Our Neighborhoods (ION) will be used to aid with repairs. City staff presented an overview of the Vacant Property Registry to Council at a work session on January 10, 2022. Chapter 61 was enacted by vote on October 24, 2022. An overview of changes to Chapter 61 to include property maintenance requirements was presented to Council at a work session on July 31, 2024, and feedback from Council was gathered on changes necessary to improve or maintain level of service for property owners. Since that work session, staff has worked to eliminate inconsistencies in the code, bringing it in line with current standards, and to clarify or streamline processes.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- Chapter 61 was enacted on October 24, 2022.
- These changes aim to clarify Code standards for customers and to more succinctly organize the provisions that are enforced by the Neighborhood Inspections Division.
- Some of the larger changes to this Code include:
 - Add clarifying language to the scope and applicability of the Chapter.
 - Add and clarify defined terms in the Code.
 - Clarify the vacant property registration process and requirements.
 - Clarification on how vacant properties are inspected.
 - Clarify that the Division can pursue civil penalties for non-compliance.

- Codify a complaint process and requirement for property owners to meet minimum Code requirements.
- Consolidate maintenance items that are generally applicable in several situations into one (1) subdivision.
- Add a requirement for building address and identification.
- Codify ION as a property repair assistance program.
- The proposed changes would take effect on January 1, 2025, to allow for reconfiguration of our Licensing and Inspection software, to train staff, and to notify property owners.
- The proposed action is to repeal Chapter 61 as it is currently written and to replace it with the proposed action. Staff is recommending this action instead of a strict amendment because of the extensive reconfiguration of many of the provisions.

PREVIOUS COUNCIL ACTION(S):

Date: October 24, 2022

Roll Call Number: [22-1691](#)

Action: [Amending](#) the Municipal Code by enacting Chapter 61 relating to the Vacant Property Registration Ordinance. Moved by Gatto that this ordinance do now pass, #[16,190](#). Second by Boesen. Motion Carried 7-0.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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