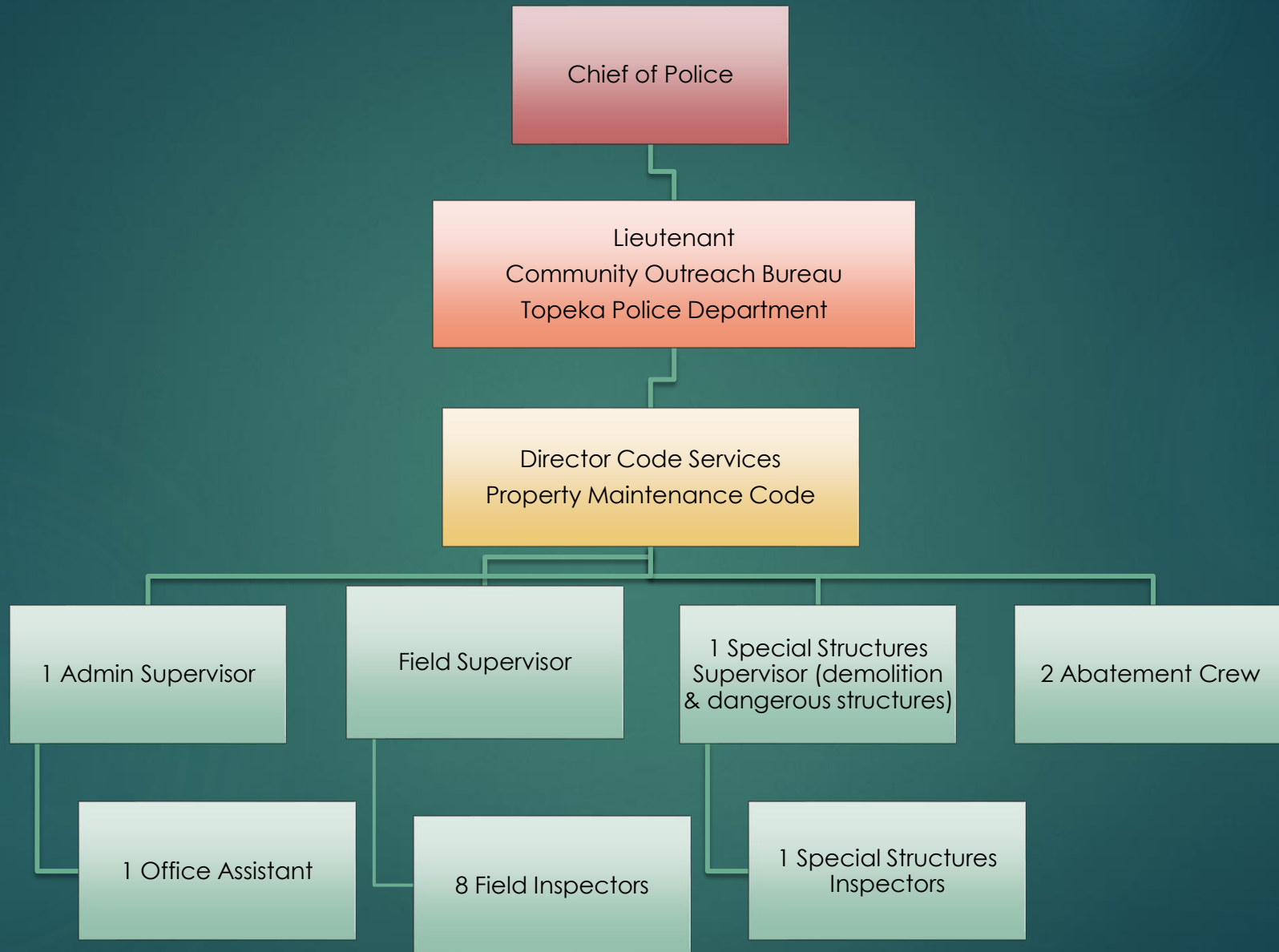


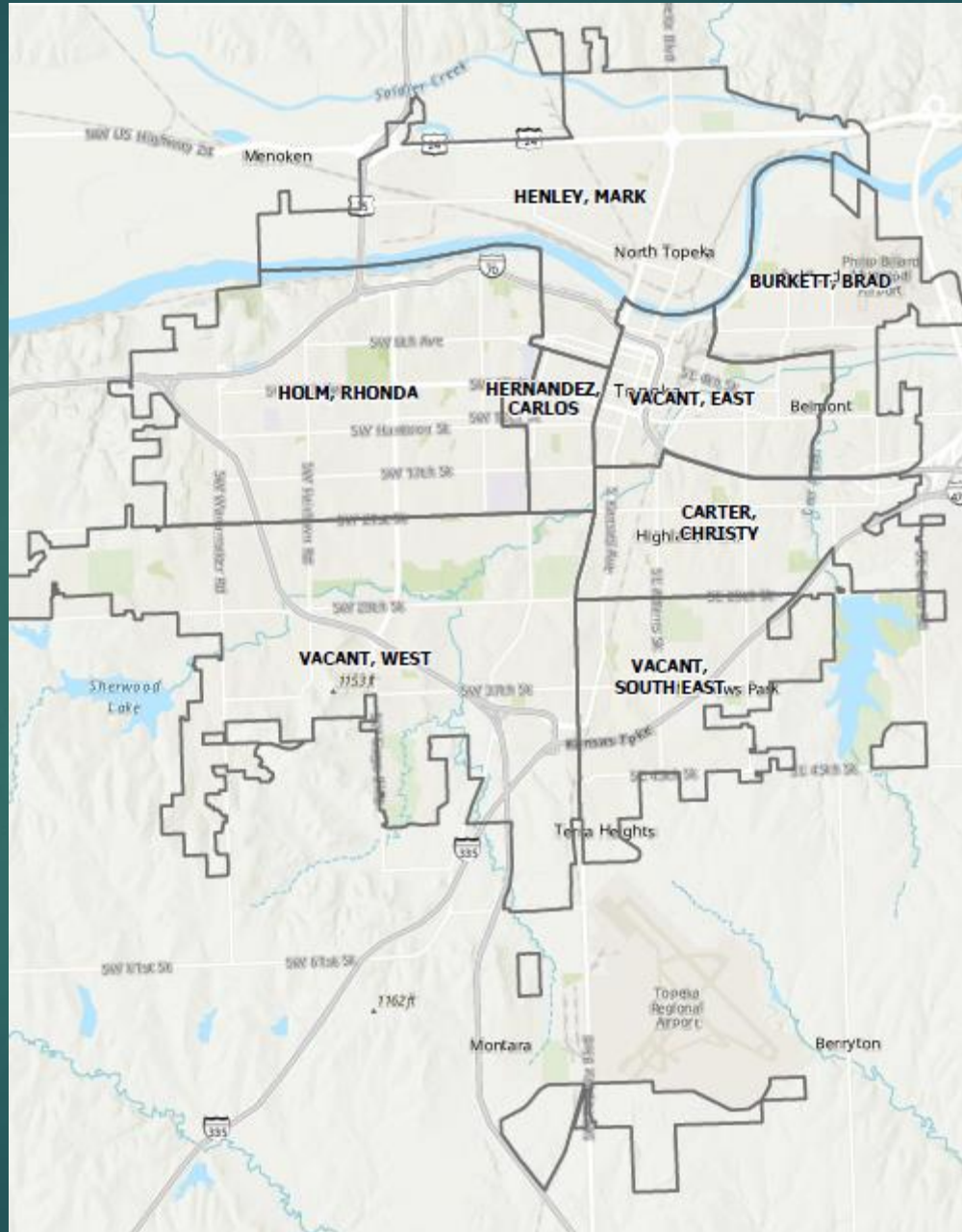
# City of Topeka

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## PROPERTY MAINTENANCE







2012

INTERNATIONAL  
PROPERTY  
MAINTENANCE  
CODE®

*A Member of the International Code Family®*

IPMC®



# Complaint and Survey driven

5



- Reactionary - Respond to telephone, SeeClickFix or e-mail complaints with a goal of 48 hours by inspecting properties, determining if there are violations which we are able to address. 34% of cases
- Pro-active – Survey and monitor properties for compliance. 66% of cases
- Results - When violations are found, we notify the property owners through a legal written process

# Basics of the process for a case

- ▶ Complaint
- ▶ Inspection and documentation
- ▶ Violation notice to property owner (certified mail and 1<sup>st</sup> class letter)
- ▶ Reasonable time given to comply
- ▶ Posting may be required
- ▶ Re-inspect for compliance or noncompliance
- ▶ Obtain warrant
- ▶ Abate property
- ▶ Bill property owner

# Violation Categories include:

7



- ~ Sanitation
- ~ Weeds
- ~ Inoperable Vehicles
- ~ Graffiti
- ~ Housing
- ~ Unsafe Structures

# Sanitation Violations include:

8



- tires
- trash and debris
- brush piles
- upholstered furniture
- appliances
- scrap lumber
- scrap auto parts
- stagnant water
- plumbing fixtures
- cardboard boxes



# Weeds, Grass, annual plants and vegetation



- Over 12 inches in height
- Does **not** include trees and shrubs or cultivated flower beds and gardens
- Alleys, easements, right-of-ways and fence lines
- One written notice per calendar year

# Inoperable Vehicles

10



## Standards of measurement

- Flat tires
- Missing or broken windshields
- Up on jacks or blocks
- Missing front end/engine
- Severe body damage
- Unlicensed vehicles

Just because it has not been seen driven,  
does not mean it is inoperable

# Graffiti



- Most often in a matter of hours, maximum of 24 hours with consent
- Free to property owner with consent
- Residences, schools, business owners, public property

# Housing Violations

12



## ▶ Exterior

- House Numbers
- Weather tight against elements
  - Doors, windows, roofs, walls)
- Structurally sound
  - Foundations, roofs, stairs, porches
    - ❖ Fire damaged properties often lead to unsafe structure proceedings and demolition orders

# Housing Interior

## Common Condition Issues

13



- ▶ Hoarders
- ▶ Insufficient plumbing, electricity (hot/cold water)
- ▶ Leaking ceilings, windows, doors
- ▶ Insufficient exits, handrails, door & window locks, ventilation
- ▶ No water or electricity

# Unsafe structures

14



- ▶ Structurally unsound
- ▶ Unfit for human occupancy
- ▶ Insufficient plumbing, electricity (hot/cold water)
- ▶ Vermin or rat infested
- ▶ Lacks heat
- ▶ Leaking ceilings, windows, doors
- ▶ No water or electricity

# Condemnation Orders

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City of Topeka, Kansas  
PROPERTY MAINTENANCE CODE UNIT  
620 SE Madison, Unit 13  
Topeka KS 66607-1118

Tel(785) 368-3161  
Fax (785) 368-3175  
[www.topeka.org](http://www.topeka.org)

## **CONDEMNED**

### **DANGER – KEEP OUT**

**THIS STRUCTURE IS UNSAFE AND ITS  
USE OR OCCUPANCY HAS BEEN  
PROHIBITED BY THE CODE OFFICIAL.**

**IT IS UNLAWFUL FOR ANY PERSON  
TO USE OR OCCUPY THIS BUILDING**

**AFTER \_\_\_\_\_.**

Pursuant to TMC section 8.60.150, it is a misdemeanor offense to remove or deface this notice and is punishable by a fine not to exceed \$499 or a term of confinement not to exceed 179 days, or both.

**Any Unauthorized tampering or removal of this Notice  
WILL BE PROSECUTED.**

Building Address \_\_\_\_\_

Code Official \_\_\_\_\_

# Dangerous/Unsafe Structures

## Immediate Public Safety Issue

16



- ▶ Unfit for human habitation
- ▶ Structurally unsound
- ▶ Dilapidated, deteriorating, decaying, in disrepair
- ▶ Major defects or life-threatening conditions

# DEMOLITION



# Demolition Results 2016

17



- ▶ Demo by City: 127
- ▶ Demo by Owner: 152
- ▶ Rehabilitation by owner: 179
  
- ▶ 2021: Demolitions as of 08/02/2021: 6

# Simplified-best case scenario

18



- ▶ Sanitation – 21 days
- ▶ Weeds – 14 days
- ▶ Graffiti – 24 hours with signed consent
- ▶ Inoperable/unlicensed vehicles – 21 days
- ▶ Housing – 180 days
- ▶ Demolitions – 6-12 months

# What we use Abatement<sup>19</sup> for



Sanitation  
Weeds  
Vehicles  
Graffiti

# Steps leading to abatement

20



- ▶ Inspection
- ▶ Notification
- ▶ Opportunity for hearing
- ▶ Reinspection
- ▶ Warrant application
- ▶ Warrant Approval
- ▶ Service of the warrant
- ▶ Abatement Team and Inspector serve warrant
- ▶ Disposal of items abated
- ▶ Documentation and billing

# Sanitation

21



- ▶ Owner is given 13 days to clean the violation from the date of the letter.
- ▶ On or near the 14<sup>th</sup> day inspector reinspects
- ▶ If property is still in violation a warrant is applied for
- ▶ Inspector is willing to work with owners who make a diligent effort to address the issue
- ▶ Warrants are submitted on Monday and approved on Tuesday
- ▶ Abatement Team and Inspector coordinate and serve warrant within 96 hours

# Weeds

22



- ▶ Owner is given 10 days to correct the violation
- ▶ On or near the 11<sup>th</sup> day inspector reinspects
- ▶ If property is still in violation mow crew notified
- ▶ Warrants are only requested on properties with No Trespassing signs
- ▶ Inspector is willing to work with owners who make a diligent effort to address the issue
- ▶ Only 1 notice to owner per calendar year to prevent intentional delay in mowing & per state law

# Inoperable Vehicles

23



- ▶ Owner is given 13 days to correct the violation.
- ▶ On or near the 14<sup>th</sup> day inspector reinspects
- ▶ If property is still in violation a warrant is applied for
- ▶ Inspector is willing to work with owners who make a diligent effort to address the issue
- ▶ Warrants are submitted on Monday and approved on Tuesday
- ▶ Inspectors serve warrant within 96 hours

# Graffiti

24



- ▶ We will abate the graffiti for free with consent
- ▶ When a new property has graffiti we notice the property and send a consent form
- ▶ If owner sign consent we can abate within 24 hours
- ▶ Without consent graffiti will run the same process of 13 days and reinspection on the 14<sup>th</sup>
- ▶ Addressing graffiti on public property and through consent has resulted in minimal graffiti in our city



# HOUSING

# NOW HIRING

Property Maintenance Inspector

Apply at [www.Topeka.org](http://www.Topeka.org)