

HOUSING INSPECTION NEWS

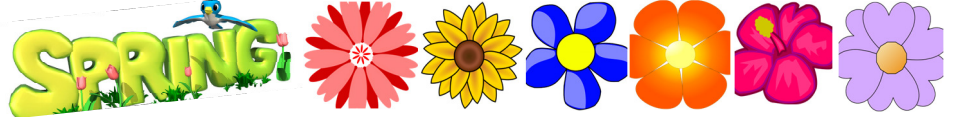
ISSUE 35, SPRING 2024

One call to City Hall!

Call
3-1-1
 or 337-8000 for
 all non-emergency
 city services



241 W South Street
 kalamazoo.org
 THE CITY OF

Retirement Farewell!

After 22 years at the city of Kalamazoo, Debra Miller, Code Administration Manager is retiring on June 6. The city is in the process of hiring a new manager with hopes to have someone on board mid-May for at least a couple weeks of overlap.



Welcome!



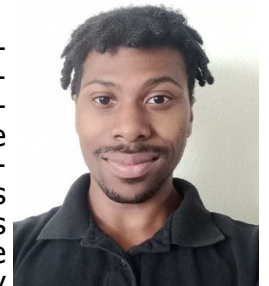
Kevin Pillion will be joining the rental inspection team as a Housing Inspector on May 13. Kevin has three decades of experience in real estate and has also managed rental properties. With the increase in new rentals of all types, it was necessary to add another rental housing inspector which was approved in the 2024 city budget. After an initial training period, the current plan is to have one inspector become a floater that can assist on larger complex inspections as well as assisting in areas having a high inspection demand, which can vary month to month.

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Another Welcome!

Benjamin Mason will be joining the code enforcement team as the seasonal code enforcement inspector beginning on May 6. Benjamin is an engineering student at WMU and has worked for the city previously in the parks department. Benjamin will be responding to complaints as well as performing proactive enforcement for tall grass and weeds until the end of October. Make sure your rental properties are getting mowed regularly to avoid violation fees and/or contractor mowing fees.



Is Your Rental Certificate More than 4 Months Overdue? Read This!



There has been a significant uptick in the practice of continuously rescheduling inspection appointments, not having repairs done at reinspections and/or not showing up for rental inspections. Continually rescheduling inspections for properties that should have already been certified is causing a significant strain on inspector calendars. Properties that have rental certificates more than four months past due will receive enforcement regardless of scheduled status and be further evaluated for a repair/vacate order and/or referral to the City Attorney's office.

If you have an inspection or reinspection scheduled, please keep it and please have the repairs done so a certificate can be issued. Thank you!

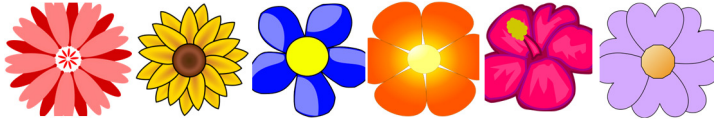


Please Keep Your Rental Registration Up To Date

If you have moved, gotten a new phone number or changed your email address, it's likely your rental registration is not up to date. If this is the case, you will not receive important info about your rental certificate. **Please** make sure your owner and agent contact information is current! Submit any updates by submitting a new Rental Registration Application within 10 days of a change. It's quick and easy!

www.kalamazoo.org/rentalregistration

* **Owner address changes must also be provided to the City Assessor at 269-337-8036** *



Keep Curblawn Tidy

The curblawn is the area between the property line and the public street and often includes a sidewalk. Property owners are responsible for maintenance of this area.

Property owners are responsible to making sure their properties stay cleaned up of junk and debris, and may only place items in the curblawn (in an approved herby) for collection on trash day. Quarterly bulk trash is also available. Make sure your tenants know weekly trash day and quarterly bulk trash days as well as what may be placed out for bulk trash. If items are placed at curb outside of these permitted times, they are subject to immediate clean up by the city and the property owner will be billed for the clean up.

2024 Tire Recycling Event

The Kalamazoo Conservation District will be sponsoring three scrap tire recycling events in Kalamazoo County this summer:



- June 11 1-7pm at 322 E Stockbridge, Kalamazoo
- July 11 9am-2pm 50 East VW, Vicksburg
- August 7 3pm-7pm 6604 E Main St, Comstock

Advance registration is required. Registration opens May 1st. Email or call for more info:

kalamazooconservation@gmail.com
269-775-3368

Have Vacant Units?

Housing Resources, Inc. needs stable housing for families in the Kalamazoo area. Landlords who would like to place vacant units on HRI's Available Housing List can call (269) 382-0287 for more information.



Help Keep Kalamazoo Clean!



Call **311** or **337-8000** to report trash on the curb lawn, trash on private property or herby curby trash containers out past trash pick up day.

RentAble Program Expanded

The RentAble program is designed to promote housing stability for renters over 18 years old who currently live in Kalamazoo or are looking to move to Kalamazoo County and have a barrier to renting. The barrier may include a prior eviction, an arrest or incarceration record, poor credit or having been a victim of domestic violence or human trafficking. Income limits apply.



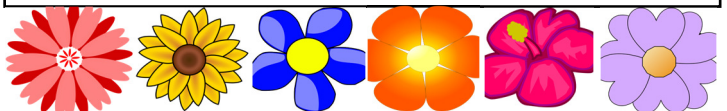
The RentAble program is administered by the Kalamazoo County Continuum of Care, which is part of the United Way of South Central Michigan. The program provides one-time assistance up to \$2000 per household for housing related costs, such as application fees, security deposit, utility payments, or other verifiable approved cost.

If you know someone that could use help and need more information, email rentable@uwscmi.org or find info online at:

kzoococ.org/rentable-program

New Policy on Courtesy Reminder Notices

The city makes considerable effort to provide plenty of advance notice that a rental certificate is going to expire. A letter is mailed 5 months in advance informing property owners to schedule their rental inspection, and if not done by certificate expiration, one courtesy enforcement letter is mailed. In order to receive timely notifications, it is incumbent on property owners/managers to keep addresses current so mail goes to the correct address.



Seasonal Rules for Recreational Vehicles



Recreational vehicles (i.e. trailers, motorhomes, camper trailers, boats) may be stored on a driveway in the front yard from May 1st to October 15th each year. Placement in the side and rear yard areas does not have a time restriction for storing recreational vehicles. Please remember that recreational vehicles must be kept in good repair and have current license plate and registration. No more than two recreational vehicles may be stored outdoors.



Eviction Diversion Assistance Available to Tenants & Landlords

Eviction diversion is a collaborative program to help tenants pay overdue rent and stabilize their housing situation. Tenants must be no more than three months behind in rent. Landlords must want the tenant to stay and the tenant must be able to sustain rent payments after assistance. Tenants may call 211 to be screened for eligibility.

Ready for Inspection?

Be proactive and keep tabs on your rental property. Regularly check exterior property areas for needed repairs. At minimum, it's a great idea to check smoke detectors and fire extinguishers (most commonly cited items) before the rental inspector arrives to ensure they are in working order and not past the manufacturer's expiration. Finally, making sure hired contractors obtain proper permits for installation of water heaters, furnaces, and roofs mid-inspection cycle will save a lot of hassle down the road. An inspection checklist of common violations is sent with every courtesy expiration notice and is available at:



TIP

kalamazocity.org/Community/Rental-Housing

Carbon Monoxide (CO) Detector Requirements for Existing Structures

WHEN REQUIRED: Carbon monoxide detectors are required in dwelling units and sleeping units if one or more of the following conditions exist:



- If there is a fuel burning appliance
- If there is a fuel burning fireplace
- If there is a fuel burning furnace
- If there is an attached garage

TYPE REQUIRED: In these situations, carbon monoxide detectors may be stand-alone (not interconnected) & may be battery operated or plug-in. Combined smoke/carbon monoxide detectors are also permitted.

PLACEMENT: Carbon monoxide detectors shall be placed:

- Outside each bedroom/sleeping area in the immediate vicinity of the bedrooms; **and**
- Inside a bedroom or sleeping room, including efficiency units, if there is a fuel burning appliance in the bedroom or in an attached bathroom.

Allowing Tenants to Raise Chickens or Rabbits?



The rules for chickens and rabbits have been updated. A coop, hutch or pen must be in the side or rear yard at least 10 feet from all property lines and a minimum of 15 feet from an adjacent residences. The enclosure must be maintained in a sanitary odor free condition. Keeping of roosters is not permitted: cock-a-doodle-don't.



Rental Registration Database

To access the rental database go to:
www.kalamazocity.org/rental and then
"Check If Rental Property is Registered"
from the listed links

The City of Kalamazoo

****FREE****

Lead-Based Paint

Hazard Reduction Program

The City of Kalamazoo, in partnership with Kalamazoo Neighborhood Housing Services, Inc., (KNHS), is removing and abating lead-based paint hazards in qualifying residential households at no cost to the property owner. Yes you read that correct,

FREE!

According to the CDC, approximately 24 million housing units have deteriorated leaded paint and elevated levels of lead-contaminated house dust. More than four million of these dwellings are homes with one or more young children. Properties built prior to 1978 that have peeling or cracking paint most likely have lead paint chips and/or lead dust as well. Areas of specific concern are often around windows, doors, cabinets, stairways, porches and floors.

Lead-based paint chips and dust can be detrimental to a child's health, resulting in behavior problems, learning disabilities and, in extreme cases, seizures or death. The toxicity of lead when absorbed in the body can also result in brain damage as well as damage to other vital systems such as the kidneys, nerves and blood.

Don't chance the health of children. If you rent to tenants with children (or a pregnant woman) in a property built prior to 1978, and those tenants can meet eligibility requirements (low to moderate income), your property may qualify for the program. Contact KNHS today.

Applications are being accepted & processed by KNHS located at:

1219 S. Park Street
Kalamazoo, MI 49001
269-385-2916



Did we mention
it's **FREE?**

Households that qualify for the Lead-Based Paint program will also receive a Healthy Homes assessment which includes a radon test.



How to Reach Us...

Community Planning & Economic Development
Code Administration
245 N. Rose, Suite 100, Kalamazoo, MI 49007

One Call to City Hall!

Have a question? If you are located within city limits simply call 311. If you are outside city limits call 269-337-8000. You can also reach code enforcement staff directly by email.

General help: code@kalamazoocty.org

For all email addresses use: @kalamazoocty.org

<u>INSPECTOR</u>	<u>AREA SERVED</u>	<u>EMAIL</u>
Rental Registration Information & Forms	www.kalamazoocty.org/rental	
Register a Rental Property Online	www.kalamazoocty.org/rentalregistration	
Schedule Rental Inspection ..call 311 or 269-337-8000.....	or email: rentalinspection@	
Debra Miller, Code Administration Manager (retiring June 6, 2024).....	millerd@	
Kevin Staten.....	Housing Inspector (Vine south of Lovell St.).....	statenk@
Chris Ruohonen	Housing Inspector (Burke Acres, CBD, west Northside, Stuart, Fairmont).....	ruohonenc@
Matt Schott	Housing Inspector (south Edison, Southside, Milwood, S. Westnedge)	schottm@
Alan VanderBeek.....	Housing Inspector (Campus, Winchell, Oakwood, Westnedge Hill).....	vanderbeeka@
Charlotte Deur	Housing Inspector (east Northside, Eastside, north Edison).....	deurc@
Kevin Phillion.....	Housing Inspector (training).....	phillion@
Karleen Steppenwolf.....	Rental Registration Coordinator (registration/billing)	steppenwolfk@
Heather Bowers.....	Rental Inspection Scheduling.....	rentalinspection@
Jason Adams.....	Code Compliance I Inspector (south of Stadium/Mich Ave/East Main)	adamsj@
Laquana Coleman.....	Code Compliance I Inspector (north of Stadium/Mich Ave/East Main).....	colemanl@
Carmela Hostiguin Haba	Code Compliance III Inspector (south of Stadium/Mich Ave/East Main)	habac@
Marvella Vincent.....	Code Compliance III Inspector (north of Stadium/Mich Ave/East Main)	vincentm@
Benjamin Mason.....	Seasonal Tall Grass Inspector	masonb@
Roger Iveson.....	Building Official.....	ivesonr@
Shelby Donaldson.....	Building & Trades Permit Tech (permit questions)	donaldsons@
Casey Boekhoven	Community Development Secretary (permit questions)	boekhovenc@
Pete Eldridge.....	Zoning Administrator	eldridgep@
Kris DeBarmore.....	Building Trades Code Compliance Officer	debarmorek@
Luis Pena.....	Historic Preservation Coordinator.....	penal@
REPORT A CONCERN OR ASK A QUESTION	from inside city 311; from outside city 269-337-8000	
STREETLIGHTS, CONSUMER'S ENERGY.....	800-477-5050	
PUBLIC SAFETY NON-EMERGENCY.....	488-8911	
PUBLIC SAFETY EMERGENCY	911	

Avoid Nuisance Enforcement & Fees

Enforcement of City Ordinances may subject property owners to violation notices and subsequent cost recovery fees. Please be sure to share this information with tenants.

- ◆ **Curblawn Nuisances:** Discarded items, brush and other unsightly materials that are placed in the curblawn outside of bulk trash collection are considered a public nuisance and subject to immediate corrective action without notice. Clean-up costs are billed to the property owner of record.
- ◆ **Trash on Private Property:** Keep all litter, trash, junk and debris picked up. Property owners in violation are subject to nuisance violation notices (with a fee) and also additional clean up fees if not corrected.
- ◆ **Garbage Container Storage:** Garbage and recycling containers must be stored on private property in back of the front façade of the dwelling. Containers stored in violation of the ordinance are subject to immediate relocation which is billed to the property owner. Also, know your weekly trash pick up day and quarterly bulk trash pick up day, and only place items out for collection the day prior to scheduled pick up.
- ◆ **Junk Autos:** Any car not in operating condition, or not properly licensed, is considered a junk auto. Junk autos located in the public right-of-way will be tagged by Public Safety. Junk autos on private property will be issued a 10-day violation notice, and if not removed a civil infraction ticket will be issued that may result in a compliance order and/or towing.

Hot Code Topics

Tall Grass: All grass must be maintained under 8". If you decide to participate in NO MOW MAY you still must mow the entire curblawn area on the streetside of sidewalk, or if no sidewalk 5 feet back of the road edge, as well as 3' from all property lines, and 1' back of the sidewalk on the non-street side.



Permits: When you have work done by a contractor between inspection cycles, make sure they are obtaining permits and getting inspections.



Window Screens: Openable windows must have window screens from April 15 to October 31.



Parking in the Yard Prohibited: Vehicles and motorcycles must be parked on a driveway, permitted parking area or within a garage. Vehicles may not be parked in the grass.

