



Community Development Department

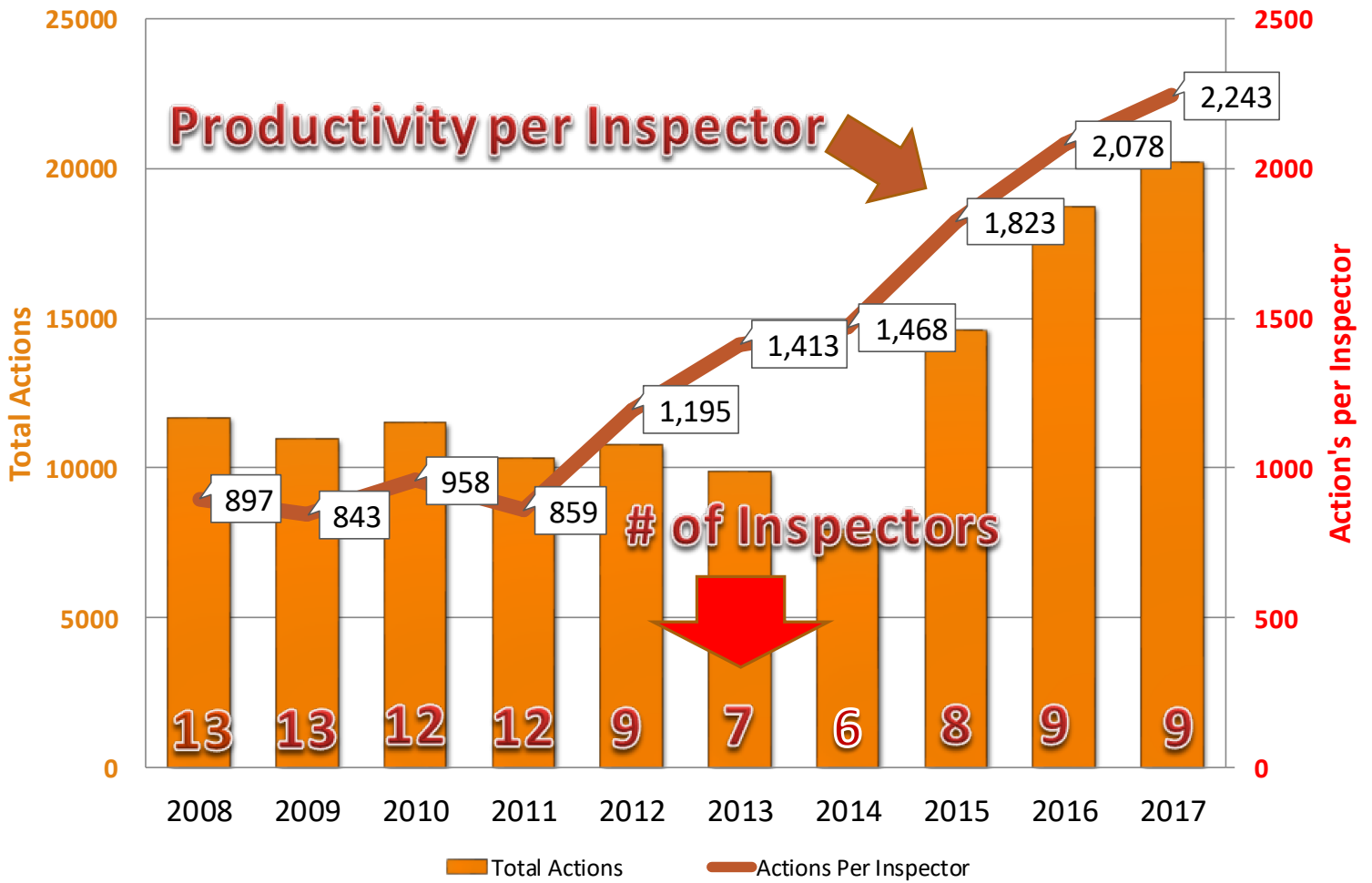
Proposed Changes to
Property Inspection &
Registration Requirements

August 14, 2018
Council Item 18-238

Recent Changes

- **The Community Development Department has worked on changes to improve the condition of property throughout the City of Peoria**
 - **A notification system was created for property owners to receive text/ email when they receive an ABATE or work order www.peoriacodeviolations.com**
 - **Focus on education efforts and positive reinforcement to maintain code compliance**
 - **Mapping feature of environmental citations, environmental work orders and environmental abates**

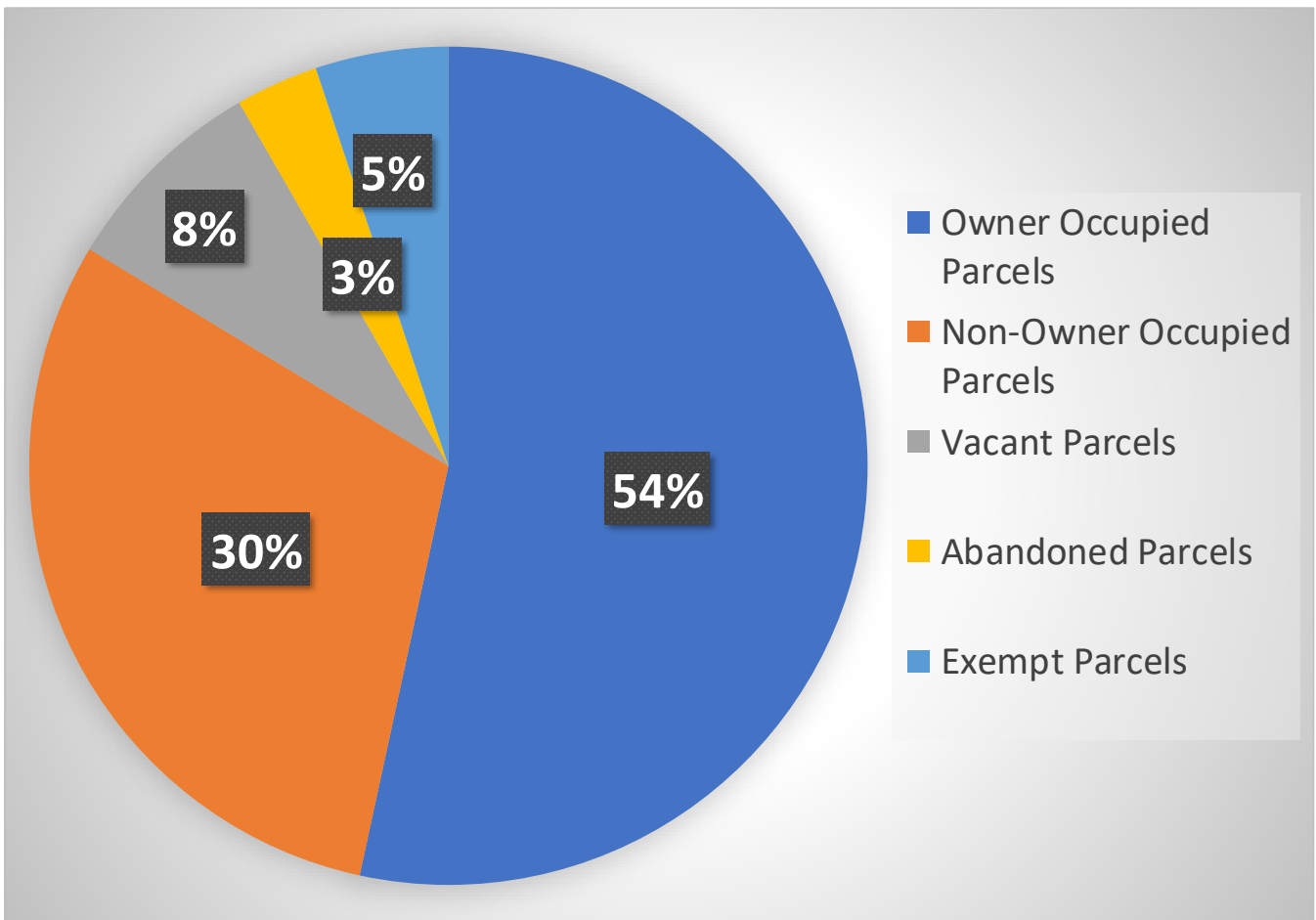
Productivity increase



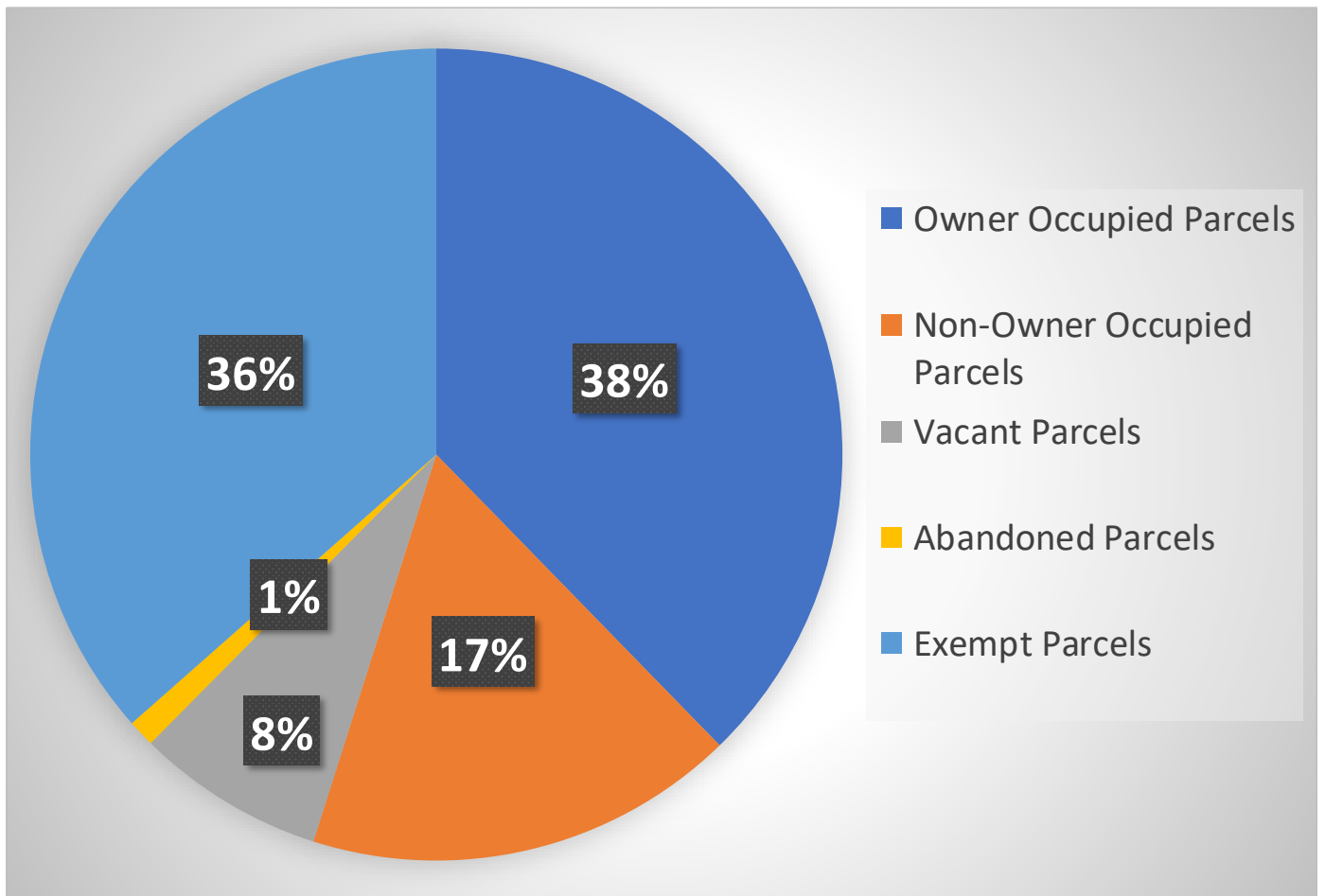
Where are code violations found? Parcel Guide

- Owner Occupied Parcels – properties where the owner resides at the property.
- Non-Owner Occupied Parcels – properties where the owner does not reside at the property.
- Vacant Parcels – properties that do not have structures on them.
- Abandoned Parcels – properties that do have structures on them, but have no active utility service.
- Exempt Parcels – properties that are not on the tax roles.

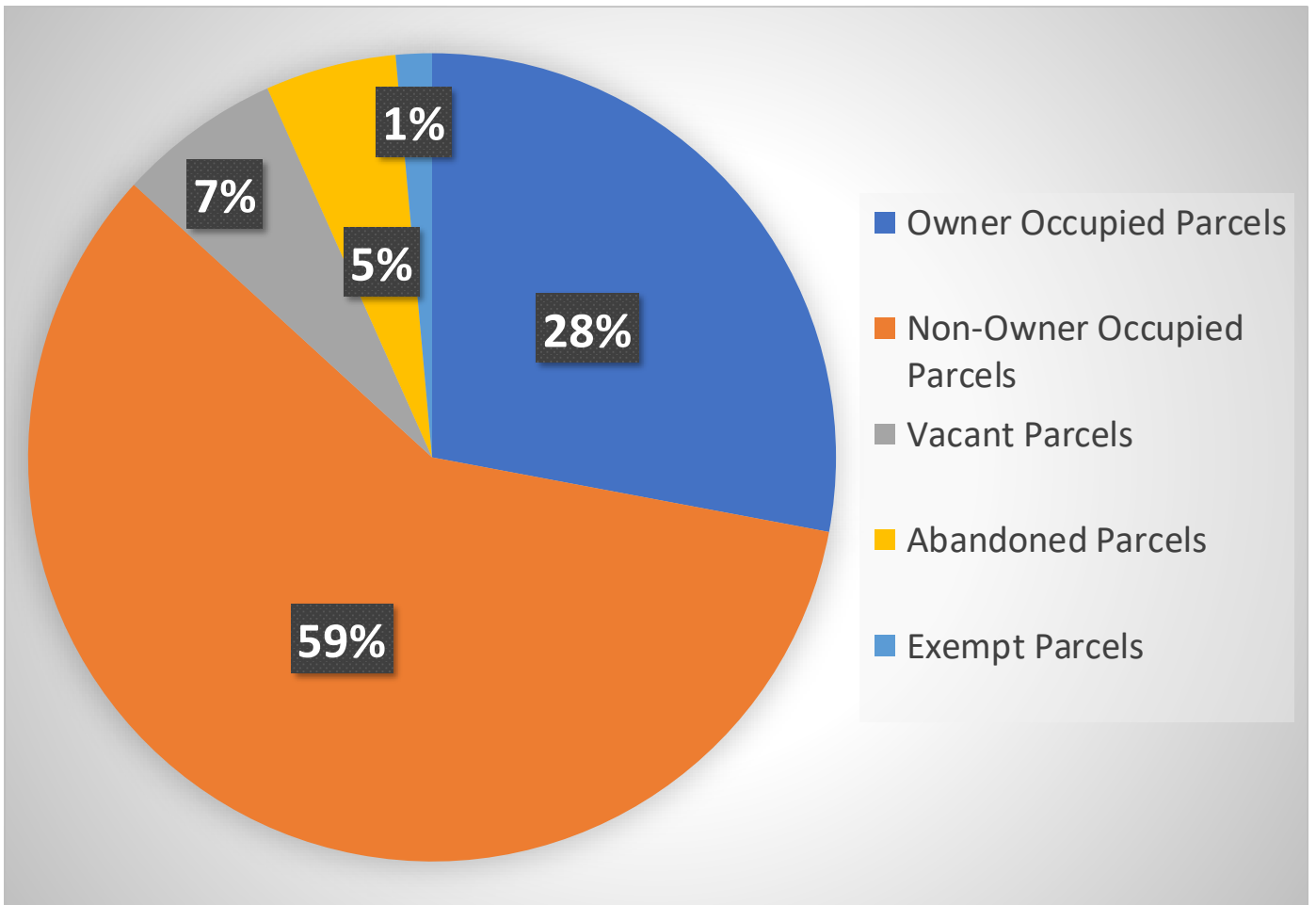
Number of parcels



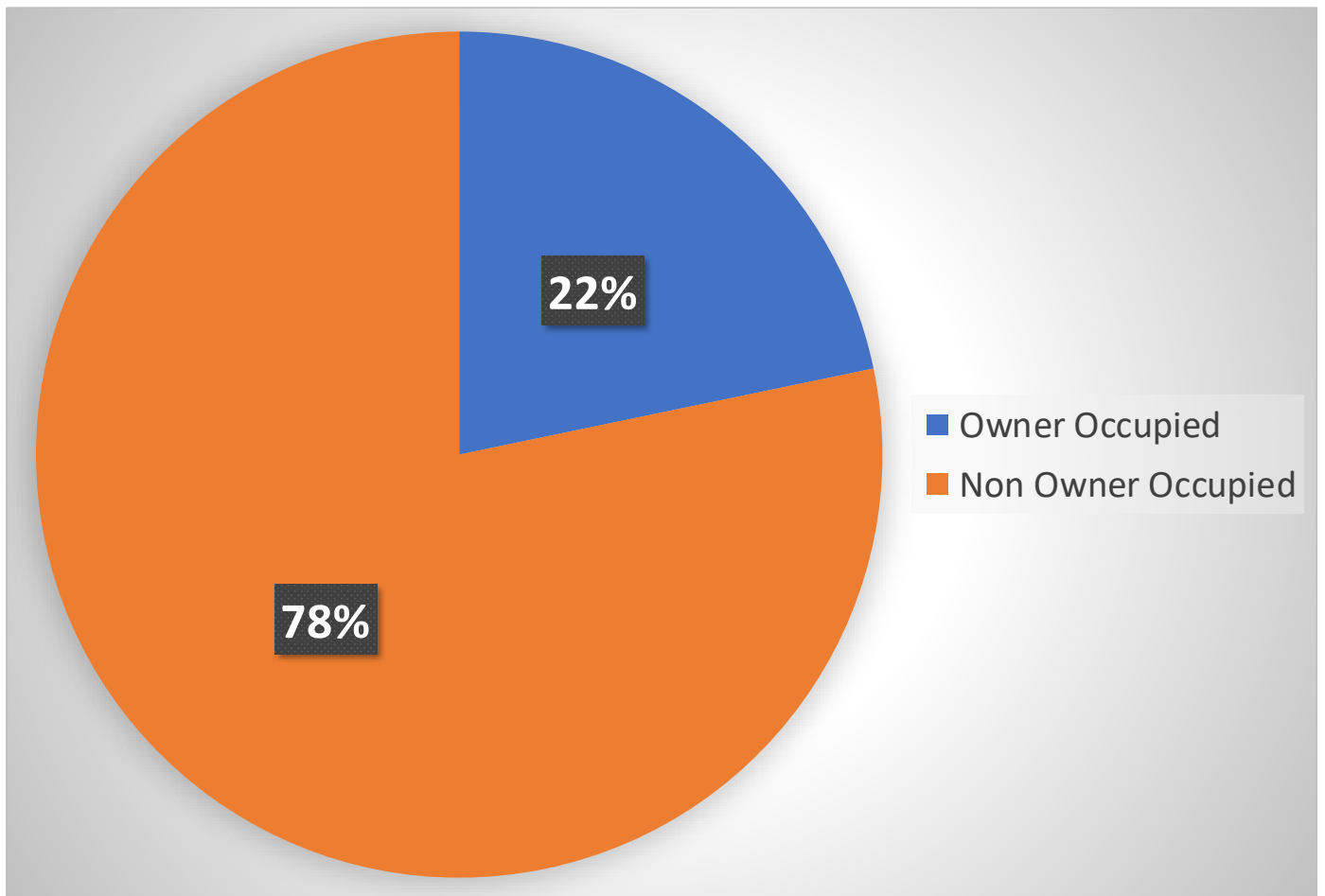
Land area of parcels



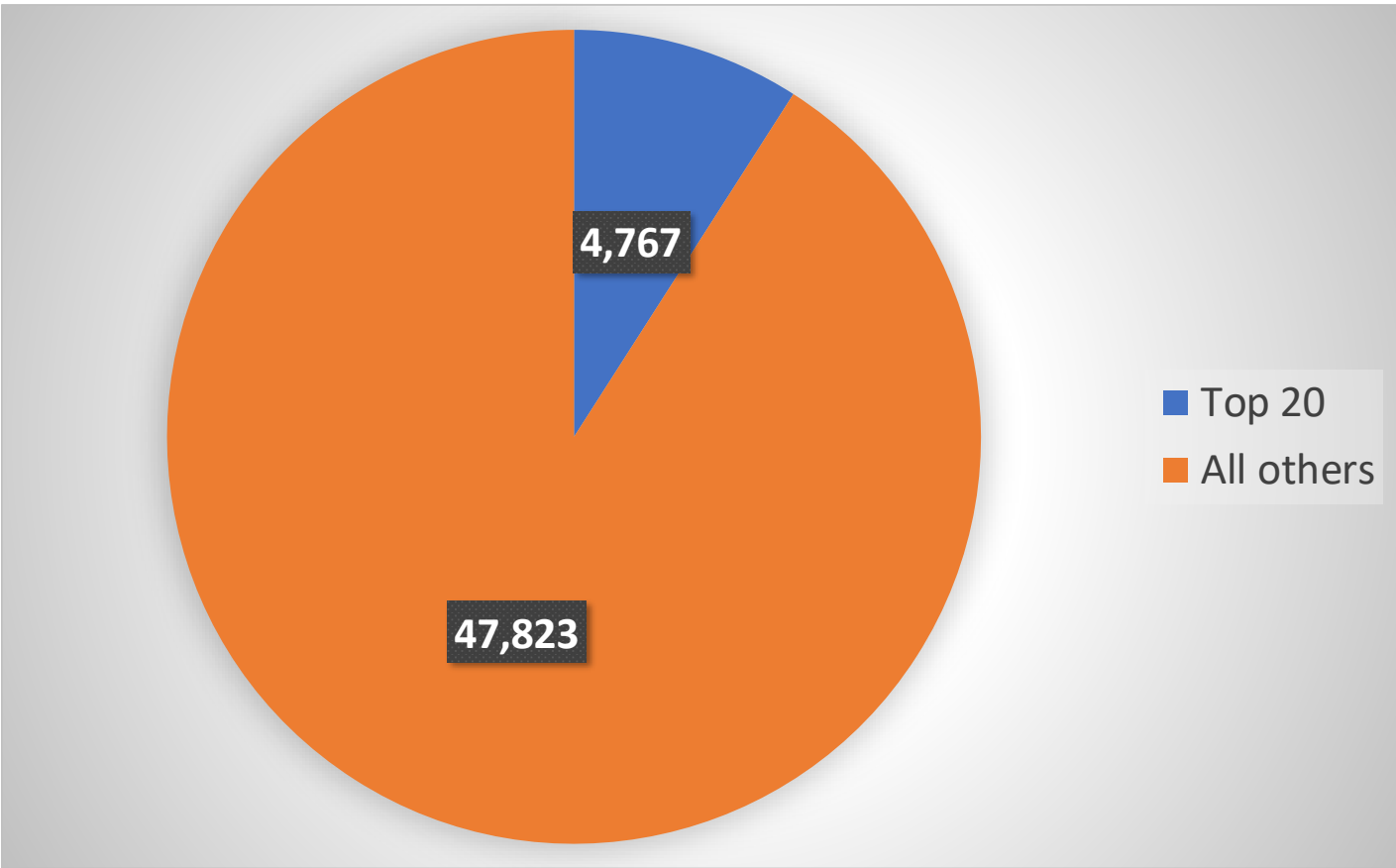
Code enforcement actions



Elevated blood-lead levels in children



Distribution of code actions at non-owner occupied properties 2016 - 2018



Repeat Offenders

- 81% of all code enforcement actions over the past 18 months have been at the properties of repeat offenders.
 - A repeat offender is a property owner who has had more than 2 code enforcement actions at any of their properties.

Where are code violations found?

Summary

- Non-owner occupied properties represent 30% of all parcels.
- Non-owner occupied properties represent 17% of all land area.
- Non-owner occupied properties represent 59% of all code violations.
- Non-owner occupied properties represent 78% of all cases of elevated blood-lead levels in children.
- A small percentage of all non-owner occupied properties represent a disproportionate percentage of properties with code violations.

Focused Deterrent Strategy - New

- Nuisance landlords in the City of Peoria can cause major problems for neighborhoods and should be held accountable for their actions
- The Department is shifting towards a focused deterrent strategy to hold habitual offenders accountable while not punishing the majority of property owners who maintain their properties
- Similar to the Peoria Police Department “Do Not Shoot” Program

Registration & Self-Inspection Program - Background Information

- 2009- City Council changed the registration requirement to an annual registration fee for owning non-owner occupied property
- 2011- City Council raised the registration fee but offered a discount to property owners who attended a two-hour educational seminar hosted by the Community Development Department. In addition, a self-inspection form program was adopted.
- 2018- 86% of properties received the discounted rate. The current fee structure generates about \$900,000 annually for the City of Peoria general fund.

Registration Program – Proposed Changes

If a property owners meets the following conditions, they would be eligible to receive a discounted rate of \$75 per property without having to attend the annual training:

- The property owner does not owe the city of Peoria any outstanding funds (fine, fees, utility bills, back taxes)

- The property owner has not received:
 - a judgment or default related to a Chapter 5 code violation within the previous calendar year
 - a judgment or default related to Criminal Housing Management within the previous calendar year
 - Any judgment entered in a Circuit or Federal Court in a suit brought forth by the City of Peoria

Registration Program - Changes

- If the aforementioned conditions are not met by the property owner on any properties owned, the property owner will be required to attend the education seminar in order to receive a discounted rate of \$125 per property
- If the property owner does not attend the seminar, they will be required to pay \$250 per property
- This will allow staff to develop an educational agenda more tailored to landlords and property owners who have had code violations
- Incentivizes property owners to proactively maintain their property and rewards them for being a responsible property owner

Self-Inspection Checklist - Changes

- All completed forms must be submitted annually to the City of Peoria as part of the registration process. The Department will explore if this can also be done electronically with the new software being implemented at the end of 2018
- After landlords and tenants sign off on the complete self-inspection form, the form must be available inside the residential property and inside each individual unit of multi-unit buildings
- Landlords will be required to disclose to all tenants and prospective tenants if they have a current administrative hearing case for Chapter 5 violations or if they have had a case at the property within the last twelve months on the self-inspection form.
- The self-inspection form will be modified to include language about who is responsible for cooking appliances

Property Management - Changes

- The Department is proposing changing the ordinance language to require an agent to have an active State of Illinois license as required if the owner does not live in or operate an office in the tri-county area
- The current ordinance requires a local agent but does not mention a State of Illinois license
- License information will be required at the time of registration
- Failure to have a licensed registered agent will void the registration and the owner will be subject to a fine for failure to register
- The City will work with PAAR to work with the State of Illinois on holding those doing this work accountable without the proper license in the future

Hearing Officer Process - Changes

- A copy of the administrative hearing officer notice will be sent to the property to inform any tenants of the administrative hearing
- The current administrative hearing officer process allows housing cases to be continued in 30 day increments, which has been proven to be inefficient. Code Enforcement Inspectors will be requesting hearing dates with the work being completed in 60 days.
- If a violation is found at a residential property (owner occupied or non-owner occupied), the property owner will have the ability to enter into a Residential Rehab Agreement with the City of Peoria to initially avoid the Hearing Officer Process

Residential Rehab Agreement Process - New

- The program will be designed as follows:
 - City of Peoria identifies violations at the property. All violations are recorded and a notice is created offering the owner two options: contact the Code Enforcement Officer and enter into a rehab agreement, or the City of Peoria will issue a Hearing Officer Notice
 - Properties with interior violations based on a complaint from a tenant will not be eligible for the rehab program
 - Property owners must present a written plan to the City of Peoria Community Development Department within two weeks of receiving the letter. Failure to meet this deadline will result in a Hearing Officer Notice

Collection/Fee Process - Changes

- After cases are closed, the Finance Department will invoice the property owner for re-inspection fees/Judgements
- If the invoice is not paid, the file will be sent to the Legal Department who will turn the over to a collection agency
- A lien will be placed on the property if the agency is unable to recover funds
- Multiple departments will collaborate to create a handout to be included with all notices detailing the collection process to encourage compliance

Questions?