



REQUEST FOR COUNCIL ACTION

Date: 02-14-11
Item No.: 10.b

Department Approval

City Manager Approval

PT/DM

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Item Description: Receive Annual Reports for Community Development's Land Use Code Enforcement and Neighborhood Enhancement Program Activities in 2010

BACKGROUND

- The Community Development Department is responsible for enforcement of the public nuisance provisions of the City Code. It accomplishes this through two separate programs: Land Use Code Enforcement and the Neighborhood Enhancement Program.
Land Use Enforcement primarily addresses City Code public nuisance violations reported to staff by the public, such as: junk/debris, outside storage, long grass, junk vehicles, building maintenance, illegal signs, noise, etc:
- This program was funded from Community Development Department revenue. Beginning in 2011 this program will be funded from the General Fund.
- Land Use Enforcement's 2010 Year End Report is attached.
The Neighborhood Enhancement Program is a more proactive type program that initiates neighborhood inspections (from the street) for similar public nuisance type violations in an attempt to identify and resolve public nuisances before they become large enough to negatively impact neighborhoods and property values:
- This program is funded by Roseville's Housing Redevelopment Authority.
- The Neighborhood Enhancement Program's 2010 Year End report is attached.
Council has requested a specific report on the status of Abatement and Court Citation cases initiated in 2010:
- The 2010 Abatement and Court Citation Cases Status Report is attached.

POLICY OBJECTIVE

- Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

REQUESTED COUNCIL ACTION

- RECEIVE THE REPORTS

- Attachments:
- A: Land Use Enforcement's 2010 Year End Report
 - B: Neighborhood Enhancement Program's 2010 Year End Report
 - C: 2010 Abatement and Court Citation Cases Status Report
 - D: Abatement Billing in 2010
 - E. Informational Brochure

Land-Use Code Enforcement Program 2010 Year End Report



Background:

- The Community Development Department is responsible for enforcement of most of the public nuisance provisions of the City Code.
- Land-use enforcement primarily addresses public nuisance violations reported to staff by the public, such as: junk/debris, outside storage, long grass, junk vehicles, building maintenance, illegal signs, noise complaints, un-shoveled public sidewalks, etc.

Goals of the Program:

- Greater public awareness and compliance with city codes and ordinances through education, cooperation and enforcement.
- Enhanced property values and livability of neighborhoods.
- Minimize negative effects of public nuisance violations upon surrounding neighborhoods.
- Maintenance of the city's tax base.

Case files per year:

- | | |
|--------------------|------------------|
| • 2005 – 380 Cases | 2008 – 730 Cases |
| • 2006 – 474 Cases | 2009 – 736 Cases |
| • 2007 – 425 Cases | 2010 – 614 Cases |

Public Nuisance Violations (2010):

- Types of violations:
 - 25% - Grass over 8".
 - 7% - Junk/Debris.
 - 41% - Residential.
 - 17% - Commercial.
 - 10% - Junk vehicles.
 - <1% - Signs
- Resolution of cases:
 - 495 - 80.6% of cases resolved within 20 days.
 - 33 - 86% of cases resolved within 40 days.
 - 17 - 88.8% of cases resolved within 60 days.
 - 28 - 4.5% of cases resolved over 60 days.
 - 41 - 6.6% of cases pending resolution.

Expenses:

- 2010 – Staffing, vehicle, gas, office, postage - approximately - \$160,000

Accomplishments:

- Have continued to improve procedures each year through reassignment of staff duties, streamlining procedures and shortening timeframes for compliance.
- To date have closed 93.4% of the 614 cases opened in 2010:
 - Cooperation from the public on correcting public nuisances is typically very positive. 82% have complied with simple letter requests for compliance.
- Include in initial notices an informational brochure to educate residents about common public nuisance violations in an effort to minimize violations through education and cooperation.
- When a violation is a building maintenance issue staff includes additional HRA Program information as well as HRC Program information.
- Generating goodwill:
 - Have received many supportive comments from the public about the cooperative and respectful approach staff takes when dealing with residents.
- The code enforcement program helps maintain the livability of neighborhoods.
- The code enforcement program helps maintain the city's tax base.

Observations:

- Still observing where one public nuisance in an area tends to promote more of the same - a clustering effect.
- Still observing more violations in neighborhoods of older homes; this is to be expected due to typically smaller lots, smaller garages and older construction.
- Some property maintenance cases remain difficult to resolve due to financial/physical hardship by the property owner. Many of the unresolved 'pending' cases are of this type.

2010 Code Enforcement Report													
Land Use Cases Ending December 31, 2010													
Case Counts by Month													
Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Business	22	19	8	14	7	3	2	4	3	1	8	15	106
Cars	8	5	9	5	5	8	2	7	1	4	2	4	60
Debris	0	0	9	2	9	6	5	3	3	1	3	1	42
Residential	13	19	24	22	18	30	24	21	21	17	26	15	250
Signs						1							1
Weeds				5	41	48	23	25	11	2			155
TOTAL	43	43	50	48	80	96	56	60	39	25	39	35	614
Cases Opened/Closed by Month													
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Opened	43	43	50	48	80	96	56	60	39	25	39	35	614
Closed	44	45	49	46	55	102	56	53	39	22	33	29	573
Problem Cases in 2009 - Year to Date													
													10
													40
													16
													2
													68
												TOTAL	68



Neighborhood Enhancement Program 2010 Year End Report



Background:

- Program began in 2008 and funded by Roseville's Housing and Redevelopment Authority.

Goals of the Program:

- Greater public awareness and compliance with city codes and ordinances through education, cooperation and enforcement.
- Enhanced property values and livability of neighborhoods.
- Minimize negative effects of rental properties upon surrounding neighborhoods.
- Maintenance of the city's tax base.
- Inspect all 8,500 residential properties over a three year period.

Residential Properties Inspected:

- 2008 – 1,900
- 2009 – 3,159
- 2010 – 4,232

Public Nuisance Violations Observed:

- Numbers of violations observed:
 - 2008 - 144 violations out of 1,900 properties inspected (7.6% violation rate)
 - 2009 - 195 violations out of 3,159 properties inspected (6.2% violation rate)
 - 2010 - 157 violations out of 4,232 properties inspected (3.7% violation rate)
- Types of violations observed:
 - 4% - Commercial equipment in residential area.
 - 2% - Grass over 8".
 - 17% - Junk/Debris in public view.
 - 17% - Outside Storage in public view.
 - 28% - Property Maintenance.
 - 31% - Unlicensed/Inoperable Vehicles.
 - 1% - Misc.
- Resolution of cases:
 - 130 - 83% of cases resolved within 20 days.
 - 11 - 90% of cases resolved within 40 days.
 - 4 - 93% of cases resolved within 60 days.
 - 5 - 96% of cases resolved within 90 days
 - 7 - 4% of cases pending resolution (primarily property maintenance).

Expenses:

- 2010 – Staffing, vehicle, insurance, gas, office, postage, printing - \$20,200

Accomplishments:

- To date have inspected 9,291 residential properties, observed 496 public nuisance violations, and corrected 489 public nuisances:
 - Public cooperation on correcting public nuisances has been exceptional. 90% complied with simple letter requests for compliance. Most, who have not complied, have not done so due to financial and/or physical hardship.
- Continuing with informational brochure to educate residents about common public nuisance violations in an effort to minimize violations through education and cooperation:
 - Each initial letter includes this brochure.
 - This brochure is also included in the City’s Welcome Packet.
- Including in initial letter additional HRA Program information and HRC Program information.
- Generating goodwill:
 - Have received many supportive comments from the public about the Program.
 - League of Women Voters endorsement of the program.
- The program helps maintain the livability of neighborhoods.
- The program helps maintain the city’s tax base.

Observations:

- Public comment has been overwhelmingly supportive of the program.
- Each year observing a lower percentage violation rate (7.6% in 2008, 6.2% in 2009, 3.7% in 2010), indicating residents are aware of the program, support the program, and cooperate when they receive an initial letter.
- Still observing a clustering effect where one violation promotes more.
- Still observing more violations in neighborhoods of older homes; this is to be expected due to typically smaller lots, smaller garages and older construction.
- Some property maintenance cases remain difficult to resolve due to financial/physical hardship by the property owner. Most of the unresolved ‘pending’ cases are of this type.

Case Counts by Month						
Type	May	June	July	Aug	Sept	TOTAL
Commercial in Res. Zone	0	1	4	2	0	7
Grass	2	0	0	1	0	3
Junk/Debris	6	8	2	4	6	26
Miscellaneous	0	0	2	0	0	2
Outside Storage	9	7	5	1	5	27
Property Maintenance	2	7	12	16	6	43
Vehicles	11	15	10	6	7	49
TOTAL	30	38	35	30	24	157
Cases Closed Within Number of Days - Year to Date						
	Closed within 20 days					130
	Closed within 40 days					11
	Closed within 60 days					4
	Closed within 90 days					5
	Pending					7
	TOTAL					157

2010 Abatement and Court Citation Report

Attachment C

Address	Abatement Reason	Council Approval Date	Violation Corrected by	Estimated Cost	Actual Cost Including Admin. Serv. Chrgs	Date Completed
Abatements						
1423 Judith	Junk/Debris	2/8/10 Cancelled	Homeowner	\$400.00	\$0.00	2/5/10
1175 County Road B	Junk/Debris	2/8/10 Cancelled	Homeowner	\$400.00	\$0.00	2/5/10
2903 Fairview	Bldg Maintenance	3/8/10	Homeowner	\$3,000.00	\$0.00	9/1/10
1890 Huron	Bldg Maintenance	3/8/10	Homeowner	\$8,000.00	\$0.00	8/13/10
2985 Fairview	Bldg Maintenance	3/8/10	Volunteers	\$3,500.00	\$0.00	6/25/10
2904 Pascal	Bldg Maintenance	3/8/10	Volunteers	\$5,000.00	\$0.00	6/7/10
2433 Simpson	Bldg Maintenance	4/12/10	Volunteers	\$21,500.00	\$0.00	9/14/10
1748 Galtier	Junk/Debris	4/26/10	City	\$250.00	\$75.00	4/27/10
391 Highway 36	Bldg Maintenance	6/28/10	Bank	\$11,000.00	\$0.00	11/22/10
2931 Fairview	Bldg Maintenance	6/28/10 Cancelled	Homeowner	\$10,000.00	\$0.00	Permit Iss'd
2544 Fairview	Bldg Maintenance	6/28/10	City	\$14,500.00	\$12,117.00	11/6/10
2390 Cohansey	Bldg Maintenance	7/19/10	City	\$5,000.00	\$7,385.80	12/1/10
959 Brenner	Bldg Maintenance	7/26/10	Homeowner	\$6,000.00	\$0.00	9/3/2010
1890 Hamline	Bldg Maintenance	7/26/10	Homeowner	\$8,000.00	\$0.00	Permit Iss'd
1430 Cty Rd C	Screen Maint	7/19/10 Cancelled	Property Owner	\$8,500.00	\$0.00	7/26/2010
1080 Shryer	Junk/Debris	7/12/10 Cancelled	Homeowner	\$400.00	\$0.00	7/26/2010
341 Cty Rd B-2	Bldg Maintenance	8/9/10	Homeowner	\$2,000.00	\$0.00	9/1/10
1350 Ryan	Brush/Debris	8/9/10 Suspended	Volunteers	\$500.00	\$0.00	9/1/10
1805 Stanbridge	Junk/Debris	8/9/10 Cancelled	Homeowner	\$500.00	\$0.00	8/9/10
397 Brooks	Hazzard	8/16/10 Cancelled	Homeowner	\$400.00	\$0.00	8/1/10
2875 Griggs	Bldg Maintenance	9/27/2010	Homeowner	\$1,500.00	\$0.00	In Process
661 Cope	Haz Building	9/20/2010	Homeowner	\$10,000.00	\$0.00	11/1/10
2745 Hamline	Bldg Maintenance	9/13/10 Cancelled	Homeowner	\$2,500.00	\$0.00	9/20/10
885 Cty Rd C-2	Bldg Maintenance	9/27/10	Homeowner	\$1,500.00	\$0.00	10/4/10
2570 Charlotte	Bldg Maintenance	9/20/10 Cancelled	Homeowner	\$650.00	\$0.00	9/20/10
755 Cope	Junk/Debris	9/27/10 Cancelled	Homeowner	\$500.00	\$0.00	9/17/2010
2237 Dale	Bldg Maintenance	9/13/10 Cancelled	Homeowner	\$0.00	\$0.00	Permit Iss'd
2580 Hamline	Bldg Maintenance	11/8/10	Bank	\$3,000.00	\$0.00	In Process
Court Citations						
1450 County Road C	Outside Storage	1/25/10	Property Owner	N/A	N/A	11/1/10
850 Lovell	Prohibited Activity	9/27/10	In Court	N/A	N/A	In Process

CITY OF ROSEVILLE - ABATEMENT BILLING - 2010

Attachment D

Invoice Date	Abatement Date	File No.	House No.	Street Name	Abatement Reason	Res. Contr Charges	Com. Contr Charges	Admin. Charges ***	Sent to Finance	Charged to	Total Abatement Amount
2/4/10	1/5/10	10-034	2750	Snelling	Snow	\$0.00	\$225.00	\$125.00	2/5/10	Com Dev	\$350.00
3/1/10	2/17/10	10-107	1803	County Road C	Snow	\$0.00	\$320.00	\$125.00	3/3/10	Com Dev	\$445.00
5/17/10	5/13/10	10-280	391	Highway 36W	Grass	\$104.20	\$0.00	\$125.00	5/20/10	HRA	\$229.20
5/17/10	5/15/10	10-289	2544	Fairview Ave	Grass	\$138.94	\$0.00	\$125.00	5/20/10	HRA	\$263.94
5/17/10	5/5/10	10-270	2030	Snelling	Grass	\$74.90	\$0.00	\$125.00	5/26/10	HRA	\$199.90
5/17/10	5/13/10	10-282	959	Brenner Ave	Grass	\$45.00	\$0.00	\$125.00	5/26/10	HRA	\$170.00
6/14/10	6/1/10	10-344	1258	Roma Ave	Grass	\$69.55	\$0.00	\$125.00	6/16/10	HRA	\$194.55
6/14/10	5/21/10	10-314	2012	Eldridge	Grass	\$69.55	\$0.00	\$125.00	6/16/10	HRA	\$194.55
6/14/10	5/24/10	10-333	755	Cope	Grass	\$69.55	\$0.00	\$125.00	6/16/10	HRA	\$194.55
6/14/10	6/1/10	10-343	1080	Shryer	Grass	\$69.55	\$0.00	\$125.00	6/16/10	HRA	\$194.55
6/14/10	5/19/10	10-292	2071	Fry St	Grass	\$69.55	\$0.00	\$125.00	6/16/10	HRA	\$194.55
7/15/10	7/15/10	10-402	2030	Snelling	Grass	\$69.55	\$0.00	\$125.00	7/19/10	HRA	\$194.55
7/15/10	7/15/10	10-404	2071	Fry St	Grass	\$69.55	\$0.00	\$125.00	7/19/10	HRA	\$194.55
7/15/10	6/16/10	10-405	2545	Pascal	Grass	\$58.85	\$0.00	\$0.00	7/19/10	HRA	\$58.85
7/15/10	6/21/10	10-413	2544	Fairview Ave	Grass	\$69.55	\$0.00	\$125.00	7/19/10	HRA	\$194.55
8/11/10	4/27/10	10-007	1748	Galtier	Debris/Junk	\$75.00	\$0.00	\$125.00	8/11/10	HRA	\$200.00
9/8/10	9/8/10	10-294	2544	Fairview Ave	Building Maint.	\$2,680.00	\$0.00	\$0.00	9/21/10	HRA	\$2,680.00
9/1/10	7/22/10	10-528	1805	Stanbridge	Grass	\$69.55	\$0.00	\$125.00	9/27/10	HRA	\$194.55
9/1/10	7/8/10	10-496	1258	Roma Ave	Grass	\$69.55	\$0.00	\$125.00	9/27/10	HRA	\$194.55
9/1/10	6/1/10	10-343	1080	Shryer	Grass	\$69.55	\$0.00	\$125.00	9/27/10	HRA	\$194.55
9/1/10	7/7/10	10-490	755	Cope	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
9/1/10	7/30/10	10-551	755	Cope	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
9/1/10	7/1/10	10-462	1201	Eldridge	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
9/1/10	8/19/10	10-589	1201	Eldridge	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
9/1/10	8/27/10	10-622	2071	Fry St	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
9/1/10	7/15/10	10-514	2071	Fry St	Grass	\$69.60	\$0.00	\$125.00	9/27/10	HRA	\$194.60
10/22/10	8/19/10	10-590	1175	County Road B	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
10/22/10	10/1/10	10-703	1226	Ryan	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
10/22/10	8/2/10	10-551	1136	Sandhurst Dr	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
10/22/10	10/7/10	10-712	1080	Shryer	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
10/22/10	9/8/10	10-654	1624	Ridgewood Lane S	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
10/22/10	9/3/10	10-647	2516	Lydia Avenue	Grass	\$69.42	\$0.00	\$125.00	11/10/10	HRA	\$194.42
11/15/10	9/21/10	10-641	1258	Roma Ave	Brush	\$316.00	\$0.00	\$125.00	11/19/10	HRA	\$441.00
11/22/10	10/28/10	10-763	2390	Cohansey Blvd	Immediate Threat	\$195.06	\$0.00	\$125.00	11/24/10	HRA	\$320.06
11/29/10	11/6/10	10-294	2544	Fairview Ave	Debris/Junk	\$8,500.00	\$0.00	\$1,277.19	12/1/10	HRA	\$9,777.19
12/14/10	11/1/10	10-64	2390	Cohansey Blvd	Building Maint.	\$6,496.80	\$0.00	\$760.76	12/16/10	HRA	\$7,257.56
12/29/10	12/1/10	10-64	2390	Cohansey Blvd	Building Maint.	\$694.04	\$0.00	\$0.00	1/6/11	HRA	\$694.04
1/7/11	11/6/2010	10-294	2544	Fairview Ave	Building Maint.	\$937.00	\$0.00	\$0.00	1/10/11	HRA	\$937.00
TOTALS TO DATE						\$21,914.96	\$545.00	\$6,037.95			\$28,497.91

*** Admin. Charges do not come out of HRA Budget

Property Use

Home Occupations

In-home businesses and working from home are permitted in residential districts as long as they meet the following criteria:

- Accessory buildings may not be used for home occupations.
- Business activities or storage of business materials (outdoors or in an accessory structure) are prohibited.
- Operation may not begin earlier than 8 a.m. or continue later than 8 p.m.
- Retail sales of products, on-site headquarters or dispatch centers are prohibited.
- A maximum of 1 non-resident employee is allowed.
- One business sign with a maximum of 3 square feet can be displayed in the front yard.
- Cannot change the neighborhood's residential character.

Duplexes

Duplexes are illegal if:

- A single family home is divided in such a way to prohibit access through part of the home.
- The property is not zoned for two-family or multi-family units.

Renting Single Family Homes

Registration of single family rental units is required. Maximum of:

- 1 family
- 4 unrelated adults
- 2 boarders



Garage Sales

- Each property may have up to three 3-day garage sales per year.
- Allowed hours: 8 a.m.—6 p.m.

Dear Resident:

In Roseville maintaining our neighborhoods is a top priority. The citizen-led Imagine Roseville 2025 Report identified it as one of its top goals, and this was a key idea stressed at neighborhood meetings held by Roseville's Housing and Redevelopment Authority.

Over the years Roseville residents have developed the City Code as an agreed upon set of guidelines and standards for appearance and upkeep of homes and yards. The City Code follows a couple of key principles – do it right the first time and preventative maintenance is best. Well-kept homes maintain their value, and keep your neighborhood a desirable place to live and work.

Not many people sit down and read the Code cover to cover, so people may not be aware of the guidelines and standards. This brochure highlights some of the most often cited parts of the Code. Review this brochure so you know how to protect your investment in your home and neighborhood. The City Code may be viewed online at: <http://www.cityofroseville.com>

If you have any questions, please contact the Code Enforcement staff by calling 651-792-7082.



City of Roseville Property Maintenance Guidelines

*A guide for
maintaining the
beauty and value of
your Roseville
residential property*



*City of Roseville
Code Enforcement Division
2660 Civic Center Drive
Roseville, MN 55113
651-792-7082
www.cityofroseville.com*

Vehicles

Parking

All vehicles must be currently licensed and street operable if they are stored outside.

- Currently licensed means the vehicle must have proper plates and current tabs displayed.
- Street operable means the vehicle is operational (no missing parts, flat tires, etc.).
- Vehicle must be parked on an approved hard surface (asphalt, concrete, pavers).
- Trucks over 2,000 lb. capacity are not allowed to park for more than 2 hours in a residential zone. Typically, these are vehicles with dual tires on the rear axle.

Vehicle Storage

- Vehicle cannot be stored on grass in front/side/back yards.
- If inoperable or unlicensed, a vehicle needs to be stored inside an approved structure.

Vehicle For Sale on Private Property

- Vehicle must be on an approved hard surface.
- Vehicle must be registered to the property owner or occupant.



Note

Notification will be sent to owners of vehicles violating the above restrictions. After the notification period, the vehicle may be tagged and impounded.

Storage

Garbage Containers

- Containers must be stored out of public view except on day of collection.
- Containers cannot remain at curb more than 24 hours.



Outside Storage

- Outside storage of junk, old machinery, furniture, household items, lumber, trash, debris, brush etc. is prohibited.

Trailers

- Only single axle trailers up to 3,000 lb. rating are allowed in residential zones. These can be stored indefinitely in side and backyards.
- Storage of single axle trailers is restricted to a maximum of three days in a front yard.



Boats

- Boats can be stored indefinitely in side or backyards. Boats less than 20 feet long and on a trailer can be stored on a front driveway.



Property Maintenance

Lawn Maintenance

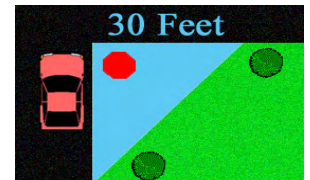
Grass/weeds in excess of 8 inches on any property, occupied or vacant, is prohibited. Owners will be notified. If uncut after 5 days, the City may mow the property and bill the property owner. Nuisance accumulations of brush and rank vegetation are also subject to removal by the City.

Fences

Fences on residential properties must be no higher than 4 feet in the front yard, and 6 feet 6 inches in the side and back yard. Fences must be installed entirely on the owner's private property. They do not have to be a specific distance from the property line. Fences over 4 feet require a permit. Check with the City regarding special fencing requirements around swimming pools to control access and provide safety.

Vision Safety

On corner lots, plants or building structures that block the view in the traffic visibility triangle are not allowed—the area formed by the corner and points on the front and side lot lines 30 feet from the corner.



Building Maintenance

The property maintenance code is found at www.cityofroseville.com. In general, properties must be kept in good repair.