Ordinance Compliance Department Annual Report March 5, 2018

Introduction:

The Bath Charter Township Ordinance Compliance Department has been established since February 2008.

The Mission of the Ordinance Compliance Department continues to be, to treat all equally and fairly while implementing the Township's goal of promoting and protecting public health, safety and the general welfare of others while achieving compliance with the Vision of maintaining healthful surroundings in the agricultural, residential and non-residential areas, with the combined efforts of the entire community.

The Ordinance Compliance Department is still providing many valuable and necessary services for the community relevant to communication, education, being a mediator, solving problems, researching and achieving compliance with the Township Ordinances as well as working with other governmental agencies addressing public concerns.

Regarding some numbers:

The numbers are slightly lower this past year with 186 Enforcements filed compared to the 231 filed in 2016.

Some of the larger categories of those that were filed in 2017 were 27 for Junk, 35 for Noxious Weeds, 10 for Public Safety, 11 for No Building Permit and 9 for Dangerous Buildings. (Note: A detailed Enforcement Report by Category is attached for your review as well as eight pictures from 2017.)

Recent history:

Since the middle 2011 (starting at 8 hours' week) DeWitt Charter Township has contracted with Bath Township for shared services, performing duties of an Ordinance Compliance Officer and a Building Inspector. Since 2011 the hours have steadily increased.

2015: 805 Hours.

2016: 1,008 ½ Hours

2017: 903 Hours

A lot of this is attributed to DeWitt Township's adoption of a Property Maintenance Code and the spike in the Building Industry. Currently, two and a half days a week are scheduled for DeWitt Township.

The shared services agreement between the two Townships still allows for the flexibility of time and consistency with enforcement.

Accomplishments / Goals:

This past year the Department received many different types of complaints as the attached "Enforcement Report" indicates, of which all were addressed in a professional and equitable manner. A large percentage of the complaints were from citizens that wanted to remain anonymous and were directed to contact the Department again in two weeks for an update, keeping the line of communication open.

There were 35 Municipal Civil Infraction Citations issued with the 65A District Court to gain compliance of which 24 have been resolved and 11 are still outstanding. With time limitations for the Department, it is more efficient to issue a Citation versus issuing a Municipal Civil Infraction Violation Notice at the Township level first.

One of the goals in last year's report was to purchase the BS&A "PZE" (Planning, Zoning and Engineering) module. This was not accomplished for the simple reason that it was not budgeted for. This is not something that Code Enforcement would readily use, but would be very beneficial to Planning, Zoning and Building for the tracking of new projects.

Transitioning:

On June 1st of this year I will be retiring. Since the inception of the Department 10 years ago a lot has been accomplished. To name a few; there have been several Ordinances that have been amended: Rental Housing Regulations have been implemented; Home Occupation has been expanded upon, New Business allowing for expanded growth of a home occupation, Junk Vehicles are now better defined and somewhat more permissible and the decimalizing of the Building Code and Zoning Ordinance. Most importantly for the Board of Trustees is to continue to have a Department that any citizen can contact and get resolution to their concern/s.

It is also important that the next person treat all equally and keep all lines of communication open, which will establish trust and foster positive relationships in gaining compliance.

Please do not hesitate to contact me with any further questions/concerns and if I can be of any assistance.

Enforcement Number	Status	Filed	Closed
E17-0135	In Compliance	09/07/17	09/19/17
	<u></u>	Total Entries:	1
BUILDING CODE			
Enforcement Number	Status	Filed	Closed
E17-0011	In Compliance	03/02/17	12/05/17
E17-0032	In Compliance	04/13/17	04/13/17
E17-0035	In Compliance	04/21/17	06/16/17
E17-0182	In Compliance	12/05/17	12/19/17
		Total Entries:	4
BUILDING CODE & Enforcement Number	JUNK Status	Filed	Closed
E17-0174	Personal Contact	11/28/17	
		Total Entries:	1
BUILDING FEE			
Enforcement Number	Status	Filed	Closed
E17-0143	In Compliance	09/19/17	09/26/17
E17-0153	In Compliance	10/05/17	10/13/17
		Total Entries:	2
BUILDING GRADES			
Enforcement Number	Status	Filed	Closed
E17-0108	In Compliance	07/21/17	12/05/17
	•	Total Entries:	1

<u>DANGEROUS BUILI</u>	DING (ORD.)		
Enforcement Number	Status	Filed	Closed
E17-0008	In Compliance	02/21/17	03/28/17
E17-0018	In Compliance	03/10/17	03/14/17
E17-0020	Under Review	03/16/17	
E17-0021	Under Review	03/17/17	
E17-0068	In Compliance	05/19/17	07/13/17
E17-0106	In Compliance	07/20/17	07/21/17
E17-0133	In Compliance	08/24/17	02/15/18
E17-0167	In Compliance	11/09/17	12/05/17
E17-0186	Personal Contact	12/26/17	
		Total Entries:	9
DANGEROUS STRUC	CTURE (ORD		
Enforcement Number	Status	Filed	Closed
E17-0041	In Compliance	04/27/17	07/13/17
	_ ,		00/00/17

Enforcement Number	Status	Filed	Closed
E17-0041	In Compliance	04/27/17	07/13/17
E17-0095	In Compliance	06/29/17	08/03/17
		Total Entries:	2

GENERAL COMPLAINT

Enforcement Number	Status	Filed	Closed
E17-0084	Under Review	06/22/17	
		Total Entries:	1

GENERAL CONCERN

Enforcement Number	Status	Filed	Closed
E17-0005	In Compliance	02/02/17	03/03/17
		Total Entries:	1_

Enforcement Number	Status	Filed	Closed
E17-0019	In Compliance	03/10/17	08/15/17
E17-0027	In Compliance	03/30/17	04/04/17
E17-0040	In Compliance	04/27/17	08/01/17
E17-0072	In Compliance	06/02/17	06/09/17
	-	Total Entries:	4_

ILLEGAL ACCESSORY BUILDIN

Enforcement Number	Status	Filed	Closed
E17-0149	Personal Contact	09/29/17	
E17-0151	In Compliance	09/29/17	10/10/17
E17-0152	In Compliance	09/29/17	01/16/18
		Total Entries:	3

ILLEGAL BURNING

Enforcement Number	Status	Filed	Closed
E17-0116	In Compliance	07/25/17	07/25/17
E17-0131	In Compliance	08/17/17	11/07/17
E17-0164	First Letter Sent	10/27/17	
E17-0175	Under Review	11/30/17	
		Total Entries:	4

ILLEGAL FENCE

Enforcement Number	Status	Filed	Closed
E17-0043	In Compliance	05/02/17	05/16/17
E17-0141	In Compliance	09/15/17	11/22/17
E17-0145	In Compliance	09/26/17	09/26/17
		Total Entries:	3

Enforcement Number	Status	Filed	Closed
E17-0024	In Compliance	03/21/17	04/18/17
E17-0185	Under Review	12/21/17	
		Total Entries:	2

<u>JUNK</u>			
Enforcement Number	Status	Filed	Closed
E17-0001	Under Review	01/05/17	
E17-0002	In Compliance	01/24/17	10/20/17
E17-0010	In Compliance	03/02/17	08/17/17
E17-0013	In Compliance	03/02/17	03/21/17
E17-0015	In Compliance	03/07/17	03/23/17
E17-0016	In Compliance	03/07/17	08/17/17
E17-0023	In Compliance	03/21/17	11/09/17
E17-0025	In Compliance	03/28/17	12/07/17
E17-0029	In Compliance	04/04/17	10/20/17
E17-0033	In Compliance	04/18/17	08/01/17
E17-0038	In Compliance	04/21/17	06/02/17
E17-0039	In Compliance	04/25/17	06/13/17
E17-0048	In Compliance	05/09/17	05/09/17
E17-0049	In Compliance	05/09/17	05/09/17
E17-0050	In Compliance	05/09/17	05/09/17
E17-0057	In Compliance	05/12/17	06/02/17
E17-0071	In Compliance	05/23/17	06/27/17
E17-0094	In Compliance	06/29/17	07/20/17
E17-0104	In Compliance	07/20/17	08/04/17
E17-0124	Personal Contact	08/04/17	

Enforcements By Category		03/01/18	
E17-0126	In Compliance	08/08/17	10/10/17
E17-0128	In Compliance	08/08/17	08/15/17
E17-0129	In Compliance	08/15/17	08/22/17
E17-0136	In Compliance	09/07/17	10/10/17
E17-0158	In Compliance	10/20/17	10/31/17
E17-0166	First Letter Sent	11/07/17	
E17-0179	Personal Contact	12/05/17	
		Total Entries:	27

JUNK & BUILDING MATERIALS

Enforcement Number	Status	Filed	Closed
E17-0003	Legal Action Initiated	01/24/17	
E17-0037	In Compliance	04/21/17	06/13/17
E17-0147	In Compliance	09/28/17	10/05/17
		Total Entries:	3

JUNK & JUNK VEHICLE

Enforcement Number	Status	Filed	Closed
E17-0042	Personal Contact	05/02/17	
E17-0044	In Compliance	05/04/17	07/14/17
E17-0053	In Compliance	05/09/17	06/06/17
E17-0070	In Compliance	05/23/17	06/02/17
E17-0089	In Compliance	06/23/17	07/13/17
E17-0105	In Compliance	07/20/17	08/15/17
E17-0114	Citation Issued	07/25/17	
		Total Entries:	7

JUNK VEHICLE

Enforcement Number	Status	Filed	Closed	

E17-0146 E17-0148	In Compliance	09/28/17	11/30/17
E17-0146	<u>-</u>		
	In Compliance	09/26/17	10/05/17
E17-0144	In Compliance	09/26/17	12/15/17
E17-0139	In Compliance	09/14/17	09/21/17
E17-0064	In Compliance	05/18/17	07/18/17
E17-0063	In Compliance	05/18/17	07/11/17
E17-0062	In Compliance	05/18/17	06/30/17
E17-0061	In Compliance	05/16/17	08/04/17
E17-0052	In Compliance	05/09/17	06/15/17
E17-0026	In Compliance	03/30/17	04/04/17
E17-0006	Sent Notice to Issue Citation	02/02/17	
NO BUILDING PERM Enforcement Number	MIT Status	Filed	Closed
		Total Entries:	1
E17-0142	In Compliance	09/19/17	09/19/17
Enforcement Number	Status	Filed	Closed
MINING OPERATIO	<u> </u>		
		Total Entries:	7
E17-0173	Under Review	11/21/17	_
E17-0123	In Compliance	08/04/17	08/08/17
E17-0122	In Compliance	08/04/17	09/07/17
E17-0121	In Compliance	08/04/17	08/15/17
E17-0120	In Compliance	08/04/17	08/15/17
E17-0079	In Compliance	06/16/17	07/13/17
E17-0014	In Compliance		03/30/17
·	<u> </u>	<u> </u>	
E17-0014	Enforcements By Ca	03/02/17	03/01

Enforcement Number	Status	Filed	Closed
E17-0099	In Compliance	07/13/17	07/25/17
		Total Entries:	1

NO MECHANICAL OR PLUMBIN

Enforcement Number	Status	Filed	Closed
E17-0183	In Compliance	12/07/17	01/04/18
	-	Total Entries	: 1

NO ZONING OR BUILDING PER

Enforcement Number	Status	Filed	Closed
E17-0017	In Compliance	03/09/17	03/16/17
E17-0055	In Compliance	05/11/17	06/15/17
E17-0075	In Compliance	06/13/17	09/07/17
E17-0088	In Compliance	06/23/17	08/01/17
E17-0117	In Compliance	07/31/17	09/26/17
E17-0125	Personal Contact	08/08/17	
E17-0169	In Compliance	11/14/17	11/30/17
E17-0180	In Compliance	12/05/17	01/02/18
		Total Entries:	8

NO ZONING PERMIT

Enforcement Number	Status	Filed	Closed
E17-0137	In Compliance	09/12/17	10/03/17
E17-0154	In Compliance	10/05/17	01/11/18
		Total Entries:	2

NOISE

Enforcement Number	Status	Filed	Closed
E17-0111	Under Review	07/25/17	
		Total Entries:	1
NOXIOUS ODORS			
Enforcement Number	Status	Filed	Closed
E17-0030	In Compliance	04/04/17	06/16/17
	<u> </u>	Total Entries:	1
NOXIOUS WEEDS			
Enforcement Number	Status	Filed	Closed
E17-0045	In Compliance	05/09/17	05/16/17
E17-0046	In Compliance	05/09/17	05/16/17
E17-0047	In Compliance	05/09/17	06/02/17
E17-0051	In Compliance	05/09/17	05/18/17
E17-0054	In Compliance	05/09/17	05/19/17
E17-0056	In Compliance	05/12/17	05/23/17
E17-0058	In Compliance	05/16/17	06/06/17
E17-0059	In Compliance	05/16/17	05/23/17
E17-0060	In Compliance	05/16/17	05/19/17
E17-0065	In Compliance	05/18/17	07/13/17
E17-0067	In Compliance	05/19/17	05/23/17
E17-0069	Certified Letter Returned	05/23/17	
E17-0073	In Compliance	06/06/17	06/06/17
E17-0074	In Compliance	06/06/17	07/20/17
E17-0076	In Compliance	06/13/17	06/23/17
E17-0077	In Compliance	06/15/17	07/11/17
E17-0080	In Compliance	06/16/17	06/27/17

	Enforcements By Co	ategory	03/01/18
E17-0081	In Compliance	06/16/17	07/11/17
E17-0082	In Compliance	06/16/17	07/11/17
E17-0083	In Compliance	06/20/17	07/11/17
E17-0085	In Compliance	06/22/17	07/11/17
E17-0086	In Compliance	06/22/17	07/11/17
E17-0087	In Compliance	06/23/17	07/13/17
E17-0090	In Compliance	06/27/17	07/13/17
E17-0091	In Compliance	06/27/17	07/25/17
E17-0092	In Compliance	06/27/17	07/21/17
E17-0093	In Compliance	06/29/17	07/13/17
E17-0098	In Compliance	07/11/17	07/14/17
E17-0101	In Compliance	07/13/17	07/20/17
E17-0102	In Compliance	07/14/17	07/28/17
E17-0107	In Compliance	07/21/17	07/25/17
E17-0110	Certified Letter Delivered	07/25/17	
E17-0112	In Compliance	07/25/17	07/25/17
E17-0113	In Compliance	07/25/17	08/22/17
E17-0132	Personal Contact	08/17/17	
		Total Entries:	35
PERMIT FEE DUE			
Enforcement Number	Status	Filed	Closed
E17-0184	In Compliance	12/12/17	02/06/18
		Total Entries:	1
PUBLIC HEALTH			
Enforcement Number	Status	Filed	Closed
E17-0034	In Compliance	04/18/17	04/18/17
E17-0161	In Compliance	10/20/17	12/15/17

		Total Entries:	3
E17-0165	In Compliance	10/31/17	11/07/17

PUBLIC SAFETY

Enforcement Number	Status	Filed	Closed
E17-0004	In Compliance	01/27/17	03/09/17
E17-0007	In Compliance	02/09/17	03/16/17
E17-0009	In Compliance	02/23/17	03/02/17
E17-0012	In Compliance	03/02/17	03/28/17
E17-0022	Under Review	03/21/17	
E17-0097	In Compliance	07/11/17	07/13/17
E17-0119	Citation Issued	08/01/17	
E17-0159	Personal Contact	10/20/17	
E17-0160	Personal Contact	10/20/17	
E17-0170	Personal Contact	11/16/17	
		Total Entries:	10_

RAISING & KEEPING OF CHICK

Enforcement Number	Status	Filed	Closed
E17-0127	In Compliance	08/08/17	01/16/18
		Total Entries:	1

RENTAL HOUSING REGULATIO

Enforcement Number	Status	Filed	Closed
E17-0036	In Compliance	04/21/17	11/28/17
E17-0115	In Compliance	07/25/17	08/08/17
E17-0130	In Compliance	08/17/17	08/17/17
E17-0134	In Compliance	08/24/17	10/05/17
E17-0156	In Compliance	10/10/17	10/13/17

		Total Entries:	5
CITE DI AN	***************************************		
SITE PLAN Enforcement Number	Status	Filed	Closed
E17-0168		11/14/17	12/04/17
L17-0100	In Compliance		1
		Total Entries:	
SOIL EROSION			
Enforcement Number	Status	Filed	Closed
E17-0103	In Compliance	07/20/17	09/26/17
E17-0140	In Compliance	09/14/17	10/24/17
E17-0150	In Compliance	09/29/17	10/06/17
	•	Total Entries:	3
TRASH & RUBBISH			
Enforcement Number	Status	Filed	Closed
E17-0028	In Compliance	03/31/17	04/25/17
E17-0066	In Compliance	05/18/17	09/21/17
E17-0096	In Compliance	06/29/17	06/29/17
E17-0100	In Compliance	07/13/17	08/29/17
E17-0163	In Compliance	10/24/17	12/19/17
E17-0171	In Compliance	11/21/17	12/08/17
E17-0176	First Letter Sent	12/01/17	
		Total Entries:	7_
THE ACTUAL PROPERTY OF THE			
TRASH, JUNK & JUN Enforcement Number	NK VEHICLE Status	Filed	Closed
E17-0172		11/21/17	01/24/18
217 0172	In Compliance		1
		Total Entries:	<u> </u>

TRASH, RUBBISH AND JUNK

Enforcement Number	Status	Filed	Closed
E17-0078	In Compliance	06/15/17	01/04/18
E17-0109	In Compliance	07/21/17	10/10/17
E17-0155	Personal Contact	10/06/17	
E17-0157	Citation Issued	10/20/17	
E17-0162	In Compliance	10/24/17	10/24/17
E17-0177	Complaint Received	12/04/17	
		Total Entries:	6

ZONING ORDINANCE

Enforcement Number	Status	Filed	Closed
E17-0031	In Compliance	04/11/17	06/29/17
E17-0118	In Compliance	08/01/17	10/24/17
E17-0138	In Compliance	09/14/17	10/05/17
E17-0178	Personal Contact	12/05/17	
E17-0181	In Compliance	12/05/17	12/26/17
		Total Entries:	5

Total Records:

186

Enforcement.DateFiled Between 1/1/2017 12:00:00 AM

Total Pages: 12















