



CITY OF ST. JOSEPH  
INSPECTION DEPARTMENT  
700 Broad Street  
St. Joseph, MI 49085  
Phone (269) 983-1212  
www.sjcity.com

## Summary of the 2022 Property Maintenance Program Focus Area 1

The 2022 Property Maintenance Program time line is as follows:

<u>DATE</u>	<u>ACTION</u>
Early-Feb	City mails announcements to property owners in Focus Area 1
Feb/March/April	City inspectors conduct exterior property maintenance inspections
May 1	City issues Correction Notice to responsible person when property shows deficiency
May 26	Property Maintenance Board of Appeals (PMBOA) hearings
June 15	Application deadline for anyone requesting an appeal / extension
June 23	If needed, 2 <sup>nd</sup> date for PMBOA hearings
Sept. 20	Deadline for all noted deficiencies to be completed unless the property owner/agent files a successful PMBOA appeal
Sept – Nov.	City re-inspects all properties issued a Correction Notice and responds accordingly
Dec 5	Deadline for all noted deficiencies to be completed when the owner successful filed a PMBOA 75-Day Extension

If the inspection finds a property does not meet the IPMC requirements the City will send a Correction Notice to the owner. If a Correction Notice is issued for your property you will have until September 20, 2022 to complete the required repairs. An appeal process is available if more time is believed necessary to make repairs or to contest the determination. If you 'pass' the inspection you will not receive a formal follow-up letter but feel free to call to confirm.

The Property Maintenance Board of Appeals (PMBOA) application is available from [www.sjcity.com](http://www.sjcity.com) or at the Inspection Department. Application fees are \$25 for a 75-Day Extension, \$50 for a PMBOA Hearing.

The City looks forward to another successful Property Maintenance program that is beneficial to our property owners, residents and stakeholders alike. If you have questions please contact Joan Ross, Code Enforcement Officer, at (269) 983-1212 or email [jross@sjcity.com](mailto:jross@sjcity.com).

# Map - 2022 Property Maintenance Program – Focus Area 1

