



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

Summary of the 2023 Property Maintenance Program

Focus Area 2

The Property Maintenance program divides the city into six focus areas where visual inspections are made of every property on a regular rotation. This year City staff is inspecting Focus Area 1 (see map). Individual inspections may also be conducted outside of the Focus Area rotation when needed.

The intent of the program is to prevent blight, maintain property values and to improve the overall safety and quality of life in our city neighborhoods. This program is based on the International Property Maintenance Code (IPMC 2015 Edition), as adopted by the City Commission, to regulate the maintenance of all properties, both residential and commercial. City inspectors will examine the exterior condition of properties in your neighborhood and will require owners to repair any identified deficiencies such as peeling paint, deteriorated surfaces, missing house numbers or any other exterior features showing signs of disrepair. The inspections will be conducted by viewing each property from adjacent public sidewalks, streets and alleys, or occasionally from private property with consent.

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, 2023 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 Program time line is as follows:

<u>DATE</u>	<u>ACTION</u>
End of Jan	City mails announcements to property owners in the Focus Area
Feb/March/April	City inspectors conduct exterior property maintenance inspections
May 1	City issues Correction Notice to responsible person when property shows deficiency
May 25	Property Maintenance Board of Appeals (PMBOA) hearings
June 15	Application deadline for anyone requesting an appeal / extension
June 22	If needed, 2 nd 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

The Property Maintenance Board of Appeals (PMBOA) application is available from 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.

Map - 2023 Property Maintenance Program – Focus Area 2

