



INFORMATIONAL MEMORANDUM

TO: **Public Safety Committee**
 FROM: **Jack Pace, DCD Director**
 BY: **Nora Gierloff, Deputy DCD Director**
 CC: **Mayor Ekberg**
 DATE: **November 22, 2017**
 SUBJECT: **Code Enforcement Update**

ISSUE

Update the Committee on current Code Enforcement activities and status.

BACKGROUND

Code Enforcement is recruiting for the Rental Housing Code Enforcement Officer position.

DISCUSSION

Following are brief summaries of current code enforcement efforts.

Rental Housing Program Renewals

As of November 27, 2017, 99% of owners were current on their licensing. Rental housing inspections for this year's quadrant were due by September 30th and all but 50 units have turned in their forms. We will send out the renewal letters for 2018 in early December.

Code Enforcement Case Backlog

In 2017 the team decided to emphasize resolving case files older than one year. Since January we have reduced the number of cases in each category and reduced those open for more than 3 years by 63%. Overall, we opened 377 cases so far in 2017 and closed 450. The average number of days to close a 2017 case was 48 days, down from 88 days for 2016 cases.

OPEN CODE ENFORCEMENT CASES BY DURATION

	< 30 DAYS	30 - 90 DAYS	90 - 180 DAYS	180 DAYS - 1 YEAR	1 - 3 YEARS	> 3 YEARS	TOTAL
January 17, 2017	14	45	32	43	40	41	215
April 14, 2017	32	41	25	35	27	16	176
July 6, 2017	28	18	27	22	25	16	136
November 20, 2017	12	32	24	20	32	15	135
Reduced by		29%	25%	53%	20%	63%	37%

Case Studies

Unsecured Vacant Property (135xx Macadam Rd)

This house had been previously secured by the City but transients had regained entry. It has now been secured by a contractor and a lien will be placed on the property.

July, 2017



October, 2017



Parking and Rubbish (137xx 34 Av S)

June 2017



November 2017



Parking/Junk Vehicles, etc (120xx 44 Av S)

December 2015



October 2017



Unsecured Vacant Property (46xx S 144th St)

August 2017



November 2017



Rubbish/Junk Vehicles, etc (950 Andover Park E)

August 2017



October 2017



Enforcement Code Update

In September the Council adopted a revised enforcement chapter TMC 8.45 which streamlined Code Enforcement processes and largely eliminated the use of infractions (fines that went to Municipal Court) in favor of a Notice of Violation and Order system which is administrative unless appealed to the Hearing Examiner. See Attachment A for the updated process.

We are currently working with the City Attorney on updating our residential use definitions to make sure that there are no gaps or overlaps in the different terms used in our Building, Rental Housing and Zoning Codes. This will assist us in enforcing our regulations for boarding houses, dwelling units with multiple kitchens and Air B&B rentals. We expect to bring that to Council in the 1st quarter.

FINANCIAL IMPACT

No budget changes requested.

RECOMMENDATION

Information Only.

ATTACHMENTS

A. Code Enforcement Process Flow Chart



CODE ENFORCEMENT - FLOWCHART

