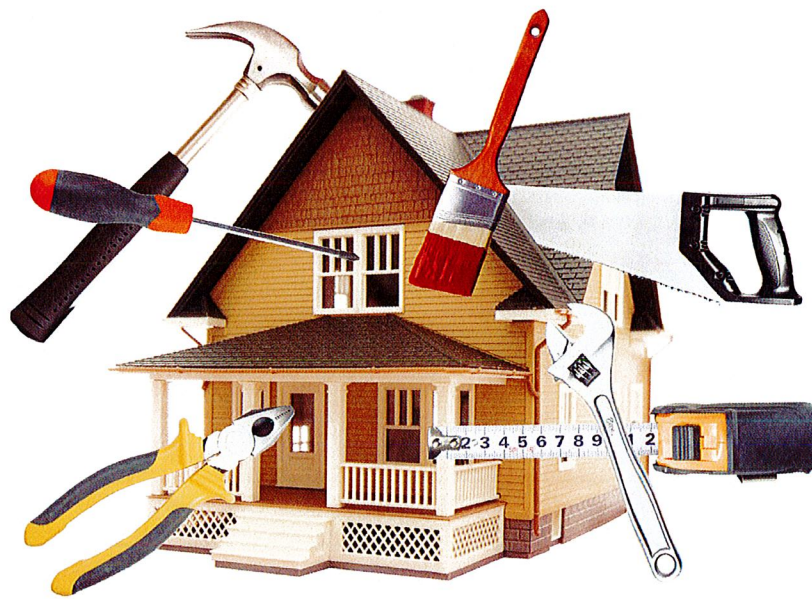


## Neighborhood Inspection Program

### 2019 Operating Plan



Department of Community Development and Inspections  
625 52<sup>nd</sup> Street, Room 100  
262.653.4263  
kenosha.org  
Neighborhood Inspection Program

## I. PROGRAM DESCRIPTION

Neighborhood Inspection Program is the name given to the City program under which City staff conduct systematic exterior building and site inspections of every property in designated areas of the City.

## II. PROGRAM OBJECTIVE

The Neighborhood Inspection Program is a proactive approach to eliminating blighting influences and promoting an overall upgrading of property and neighborhood conditions in various areas of the City. The program inspections are based on the knowledge that systematic inspections are a longer lasting and more effective method of improving the housing stock and stabilizing property values than the traditional complaint-based inspections.

## III. OPERATING PLAN

### A) Purpose

This operating plan identifies the major program activities, as well as the specific areas and the number of properties to be inspected. Also included is a schedule for implementing the program activities.

### B) Schedule

January-February	Evaluate past inspection activities and review suggestions for 2019
February-March	Field survey suggested neighborhoods and/or properties
March	Prepare 2019 <i>Operating Plan</i>
March-April	Present 2019 <i>Operating Plan</i> to the Public Safety and Welfare Committee and Common Council
April	Notify all affected property owners of the public meetings that will be held to explain the program
April	Conduct two (2) public meetings to explain the Neighborhood Inspection Program and the City's Property Maintenance standards. Meeting places: Wednesday, April 24 <sup>th</sup> , 2019 from 6:00-7:00 pm at Kenosha Public Museum in the Lakeside Classroom, 5500 1 <sup>st</sup> Avenue and Tuesday, April 30, 2019, from 3:00-4:00 pm at the Municipal Building, Room 202, 625 52 <sup>nd</sup> Street.
April-May	Provide public outreach to educate community on the 2019 Neighborhood Inspection Program. This includes presentations, media contact and updating the kenosha.org website.
May-October	Conduct the property inspections using a standard inspection checklist (Attachment 1); and, secure property compliance
Sept.-Dec.	Begin assembling requests and information for year 2020 program
July-December	Close out complied cases and extend open cases in accordance with Department policy

C) Inspection Area

The Department of Community Development and Inspections has identified six (6) areas that would benefit from the systematic inspection services. These areas were selected after surveying all the areas recommended to the Department by area residents, elected officials and City Staff. The 2019 *Neighborhood Inspection Program* maps show all the areas included in the 2019 program. The Department is proposing to inspect approximately 1,057 properties this year. Attachment II shows the NIP areas completed over the last 5 years.

D) Public Information and Education

The Department makes an ongoing effort to educate the public about the Neighborhood Inspection Program and the City's property maintenance standards. The goal is to inform the public and motivate property owners to voluntarily maintain their properties, thereby reducing the need for complaint based inspections. The Department uses the following mediums to inform the public about the City's code enforcement efforts:

1. Homeowners: The Department publicizes and conducts public meetings each spring to explain the Neighborhood Inspection Program. Every affected property is notified in writing of the meeting and the upcoming inspection activities. During the meetings, staff explains the program, the code enforcement process, and property maintenance requirements.
2. Written Materials: The Department has brochures and other written materials that explain property maintenance standards and the code enforcement process. These materials are given to every property owner who receives an *Order to Repair* and are available to anyone who wants information on the City's property maintenance programs.
3. City Web Page: The Department maintains an up-to-date summary of all inspection activities and procedures. Interested citizens can access the City of Kenosha's Home Page on the Internet for information on all City code enforcement activities. The City's website is [www.kenosha.org](http://www.kenosha.org).

# Attachment I

## Department of Community Development and Inspections

### Exterior Inspection Checklist

■ Exterior Walls

- Paint not chipped and peeling
- Walls weather tight and in good repair

■ Street Numbers (Address)

- Numbers 2 ½" high
- Numbers placed conspicuously at front of building/can be seen from street

■ Roof/Chimney

- Roof shingles in good repair-weather tight, water tight and rodent proof
- Chimney mortar in good repair

■ Exterior Eaves/Trim

- Wood not rotted; is weather tight, water tight and rodent proof
- Paint not chipped and peeling

■ Porches/Decks/Jump Platforms

- Safe and capable of supporting the load that normal use may cause to be placed thereon
- In proper repair and condition

■ Stairs/Rails

- Have uniform risers and treads
- Handrails on all open sides of steps that have more than three (3) risers
- Guardrails required at decks more than 24" above grade
- Guardrails and handrails shall be installed in accordance with *Building Code*

■ Doors

- Weather tight, water tight, rodent proof and in proper repair
- Hardware in working condition

■ Windows, Storms and Screens

- Weather tight
- No broken glass
- Screens fit tight and have no tears/rips (Screens required for ventilation to be installed annually before April 15, and storms to be installed before November 15)

■ Exterior Lighting

- Electric fixtures in good repair and safe to the public

■ Garbage/Trash Containers

- One- and Two- family dwellings- occupants must supply
- More than two units, owner must supply a sufficient number of containers/dumpsters for the amount of trash generated

■ Paint

- All exterior surfaces not inherently resistant to deterioration are painted (scraped and primed where peeling) or otherwise covered with a protective coating

■ Gutters/Downspouts

- Gutters, downspouts, and extensions provided and in good repair
- Painted, if they have chipped and peeling paint, or are rusted

■ Foundation

- In good repair
- Tuck pointed where needed
- Weather tight, water tight, and rodent proof
- Level and plumb position

■ Exits

- Three or more units-each must have two exits
- Shall meet building code requirements in effect at the time the dwelling was built
- All exits accessible

■ Garages/Fences/Sheds

- Garages and sheds in good repair and condition
- Roofs, walls, doors and windows water tight and rodent proof
- No chipped or peeling paint
- Fence secure and in good condition

■ Paved Areas/Parking Areas

- Safe with no potholes

■ Landscaping/Grass/Weeds

- Landscaping installed and maintained in all yard areas
- Grass does not exceed eight inches (8")
- Weeds must be removed

■ Yard Areas

- Free of rubbish, garbage, physical hazards, rodent harbor-age, animal feces, junk and debris



■ Graffiti

- Graffiti shall be removed from all real property (any building, structure, shed, fence, deck, or other improvements) in fifteen (15) days

# 2019 NIP Proposed Target Areas

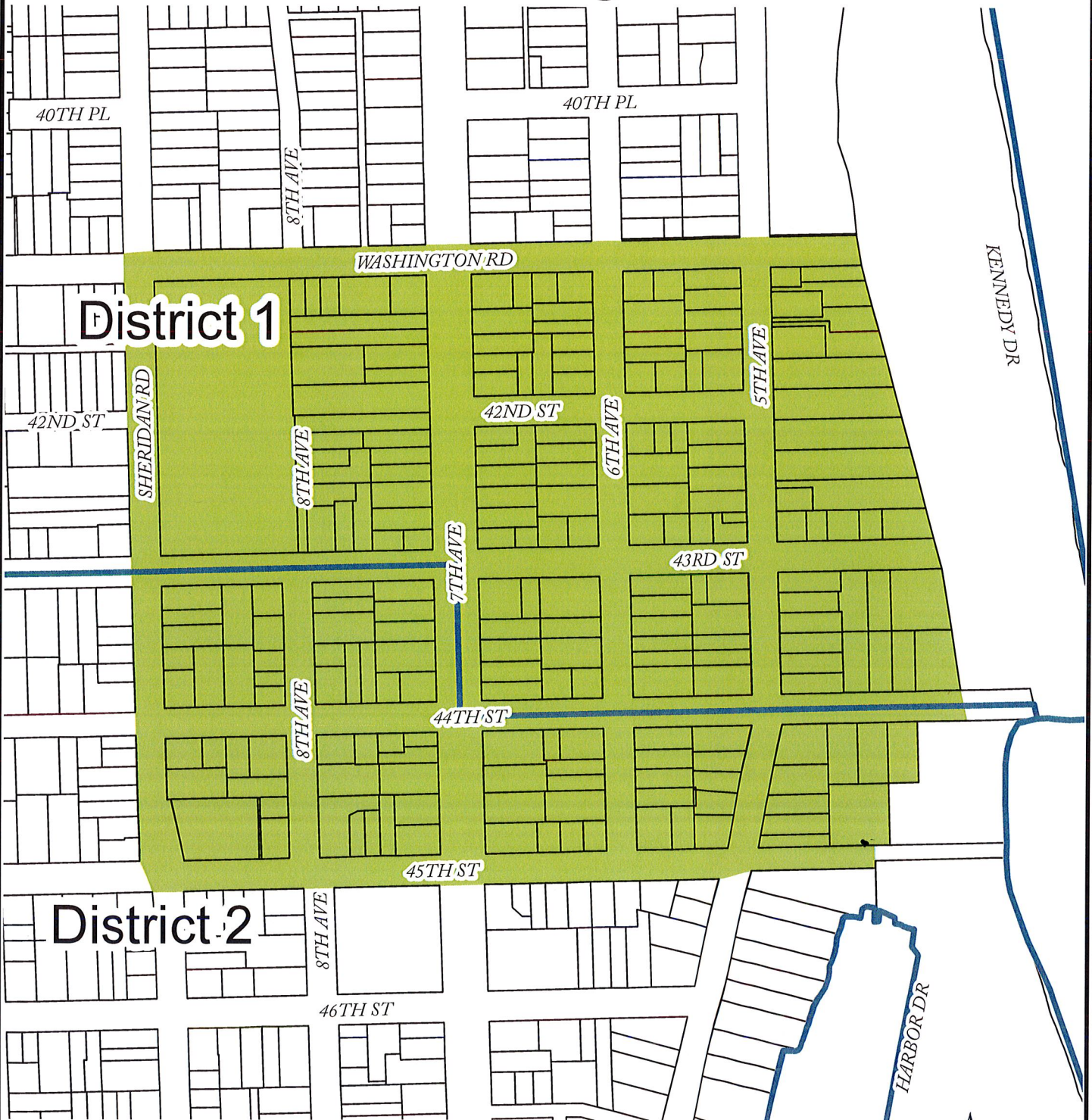


### 2019 NIP - Proposed Inspection Area #1

-  (134 Properties)
-  Aldermanic District Boundary



# 2019 NIP Proposed Target Areas



2019 NIP - Proposed Inspection Area #2

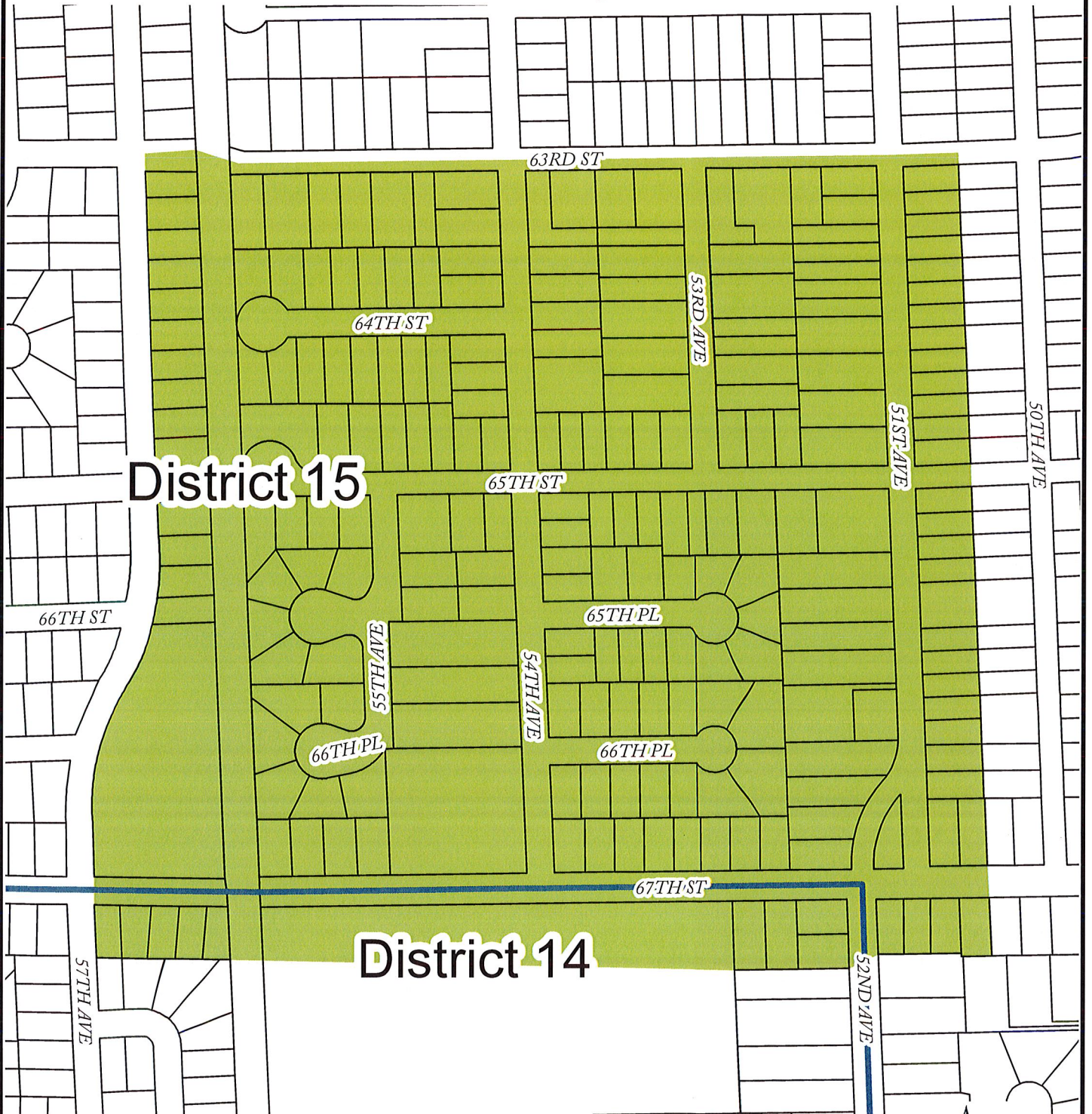
(196 properties)

Aldermanic District Boundary



0 300 Feet


# 2019 NIP Proposed Target Areas



**District 15**

**District 14**

**2019 NIP - Proposed Inspection Area #3**

 (222 properties)

 Aldermanic District Boundary



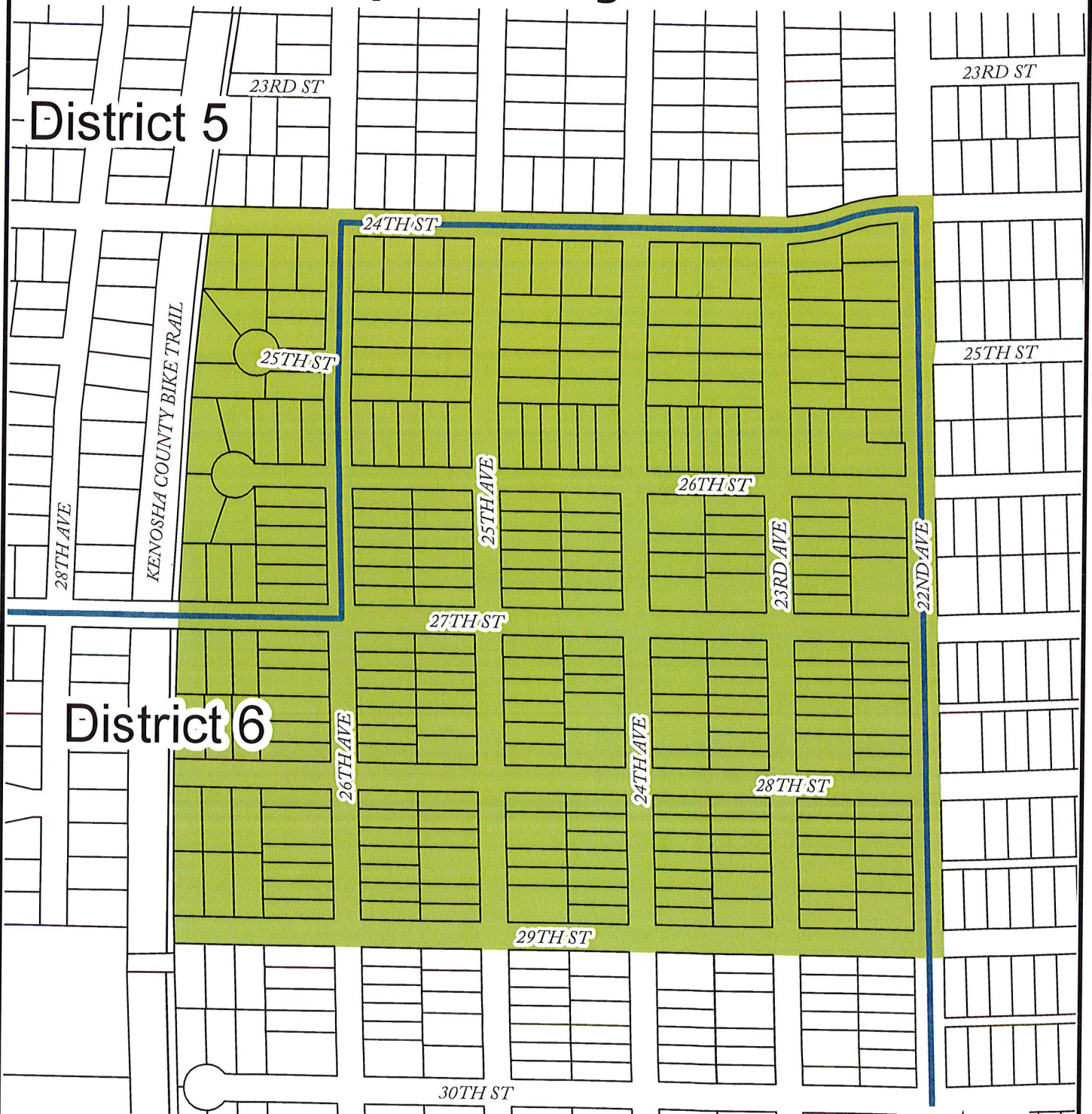
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Feet



# 2019 NIP Proposed Target Areas



### 2019 NIP - Proposed Inspection Area #4

 (255 properties)

 Aldermanic District Boundary

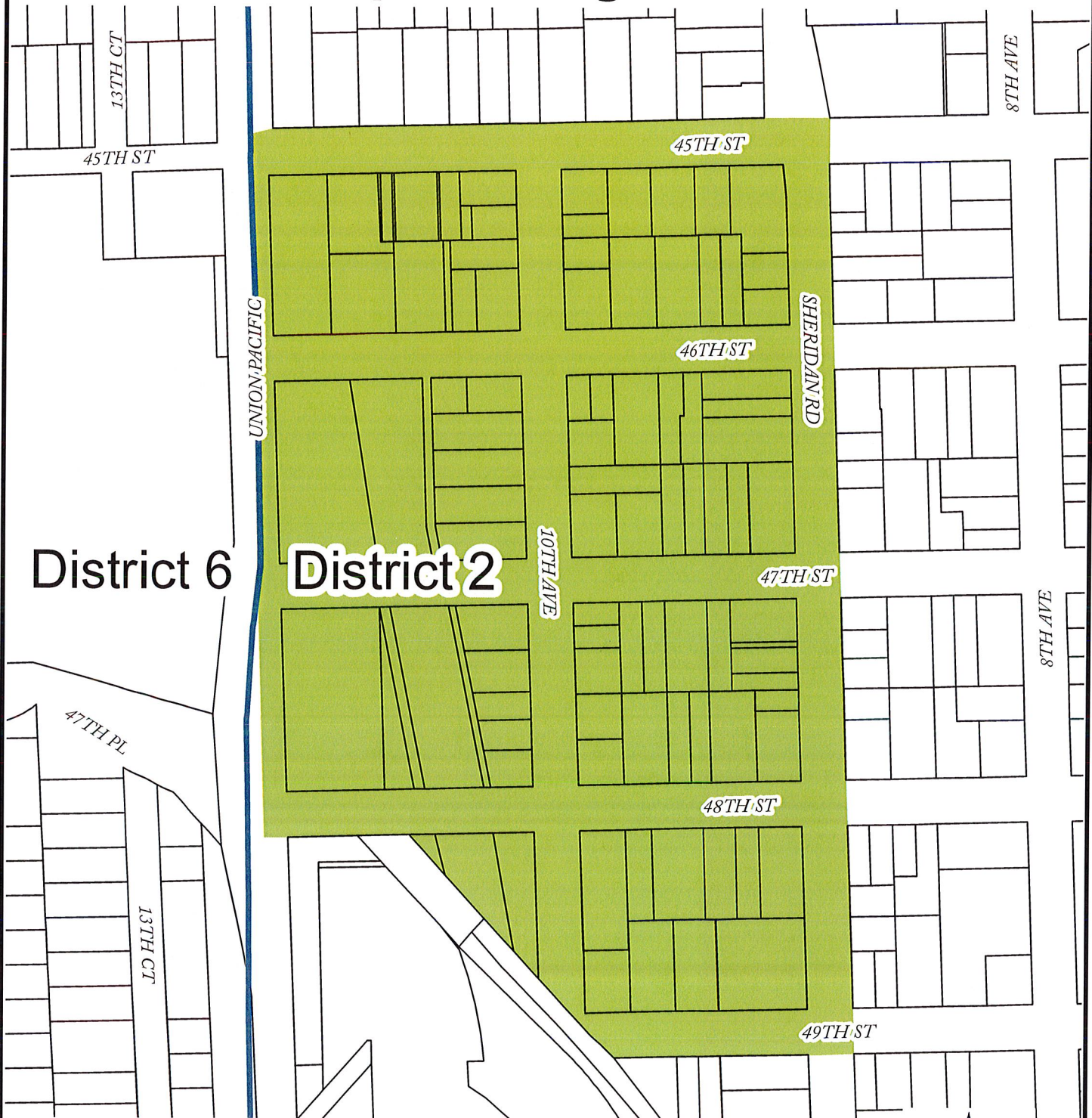


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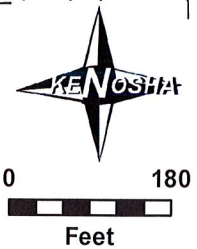
# 2019 NIP Proposed Target Areas



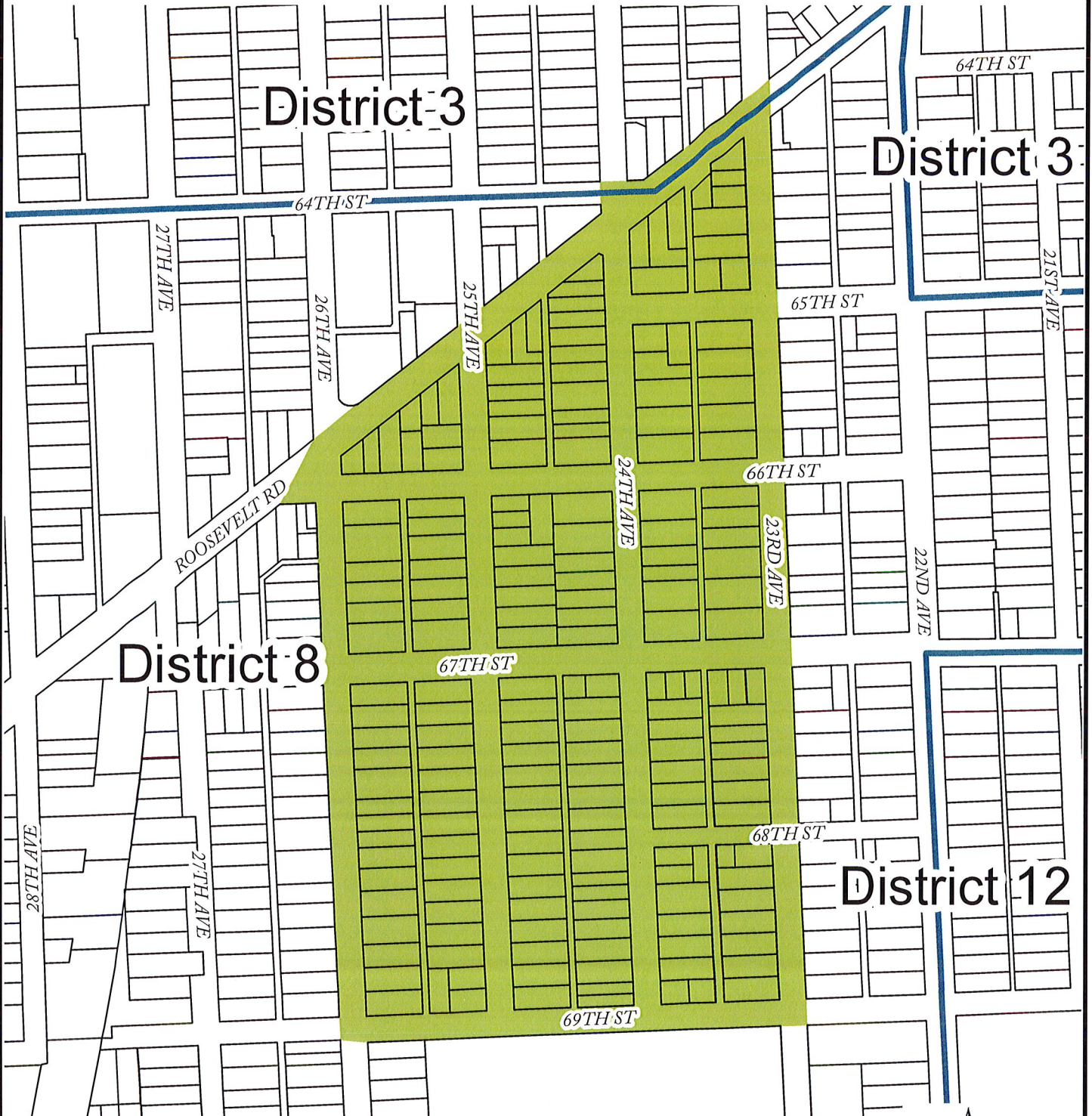
### 2019 NIP - Proposed Inspection Area #5

 (75 properties)

 Aldermanic District Boundary



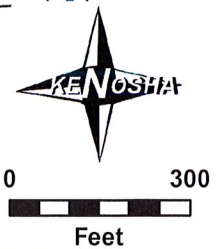
# 2019 NIP Proposed Target Areas



2019 NIP - Proposed Inspection Area #6

(175 properties)

Aldermanic District Boundary



# City of Kenosha

## Neighborhood Inspection Program

# Attachment II

Program Inspection Year

