



# Ordinance Compliance Bureau

Your guide to property code violations, answers to commonly asked questions, and information on your rights and responsibilities as a property owner or resident in Delhi Charter Township.

***“Compliance through  
Education and  
Cooperation.”***

## INTRODUCTION

Our goal is simple: eliminate blight, maintain the aesthetic value of our community, protect property values, and maintain a safe and healthy environment for all those who reside in and visit Delhi Township. These simple goals are only obtainable through your cooperation as a resident or property owner. The only way to truly foster compliance is through education so please take a moment to review this information. We look forward to having you as a partner in our efforts to keep Delhi Township beautiful!

## COMMON QUESTIONS

### *How does Code Enforcement work?*

- Enforcement is initiated through complaints or through violations discovered by the Township.
- If a violation exists a notice is issued or mailed to the property owner requesting compliance within a short but reasonable period of time.
- A follow-up inspection is conducted to ensure compliance.

### *How do I make a complaint?*

- Contact the Code Enforcement Office at (517) 694-8281.
- You are not required to leave your name or personal information.
- Refrain from making complaints based on personal disputes.
- If you leave a message please supply information such as address and nature of the violation.
- Your complaint will usually be addressed within 24 hours.

### *Why am I being cited or singled out?*

- Enforcement is an ongoing process and no one is exempt from complying with Township Codes.
- The process of addressing all violations can be expedited through your concerted effort as a property owner in eliminating your violation.
- Every resident is treated fairly and is given every reasonable opportunity to abate the violation.

### *What happens if I don't comply?*

Every opportunity will be afforded to allow for the elimination of the violation, however, if compliance is not met one of the following may occur:

- A citation containing an infraction fine up to \$200.00 may be issued.
- The Township may take action and remedy the violation and place the cost of remedy as a lien onto the property taxes.
- Injunctive relief may be sought from the court.

### *What can I do to help?*

- Maintaining one's own property is the first line of defense. This will encourage others to maintain theirs as well.
- Get involved with neighborhood groups and associations. Get others in your area involved in neighborhood monitoring and beautification.
- Share this information with neighbors who are in violation...they may not be aware that they are in violation.
- Call us! Notify the Township whenever a violation exists in your area...you are our best asset in the fight against blight!

## COMMON VIOLATIONS

### **Vehicles**

- All cars, trucks, trailers, motorcycles, and motor homes must be operable for roadway use and have proper license and tabs.
- Parking on yards and grassy surfaces is prohibited.
- Any vehicle exceeding 15,000lbs gross vehicle weight can not be parked in a residential area.
- The sale of vehicles on the roadway or right-of-way is prohibited.
- Campers or trailers may only be used as living quarters in approved campground areas.

Vehicles which violate these ordinances deteriorate the aesthetic value of surrounding properties and neighborhoods and pose a health and safety threat.

### **Trash, Junk and Debris**

Junk and trash items are not only unsightly, but also foster rodent harborage and as well as a general deterioration of the property.

- All trash, bags of trash, junk and debris must be kept in an enclosed container and be properly disposed of.
- Common junk items include, but are not limited to; furniture, appliances, vehicle parts, scrap metal, construction debris, yard debris, and scrap building materials.
- Refuse should be placed at curbside no sooner than 12 hours prior to normal pickup.

### Tall Grass and Weeds

Excessive grass and weeds are unsightly, unsafe to the surrounding public and provide a home for rodents and insects.

- All grass and weeds must be maintained below a height of 8 inches.
- Those properties which are not maintained will be serviced by the Township at the owner's expense.

### Signs

The Township sign ordinance is intended to enhance the aesthetics of the community; prevent blight; ensure equality in regulatory treatment; and otherwise protect the public health, safety, peace and general welfare.

- All temporary/portable business-related signs are prohibited with the exception of grand opening signs which are allowed with a permit.
- Temporary handbills on utility poles (with the exception of garage/yard sales) are prohibited.
- Off-premises real estate signs are prohibited.

### Building Maintenance

Buildings and structures begin to naturally deteriorate the moment they are built. The following are a few common housing code violations which can be avoided with some routine maintenance:

- Broken and/or unopenable windows
- Peeling, flaking paint on exterior surfaces
- Unkempt or dilapidated sheds and garages
- Lack of required smoke detectors
- Missing or damaged handrails & guards
- Faulty and deficient roofing materials

### Sidewalk Snow

It is the responsibility of every property owner to remove the snow and ice from sidewalks adjacent to their property. These walkways are enjoyed by many throughout the year and snow and ice make for hazardous passage.

- Snow and ice must be removed from sidewalks within 24 hours after the snowfall.
- Sidewalks which are not cleared may be serviced by the Township at the owner's expense.

### Smoke Detectors

Every dwelling unit shall be provided with at least one smoke detector on every level and one additional smoke detector inside each bedroom.

- Detectors must be mounted to the ceiling or wall in accordance with the manufacturer's directions.
- Detectors must be maintained in working order at all times.
- Primary source of power must be from building wiring (exception: detectors installed in structures built prior to 1974 may be battery operated).

### Address Numbers

To ensure that a property can be immediately identified by Police and Fire personnel in cases of an emergency:

- Every dwelling and primary building shall be provided with address numbers.
- Address numbers must be clearly visible from the roadway.
- Alphabetical numbering such as "one" or "two" is difficult to read and is therefore prohibited.

### Animals

- Owners are required to clean up after their pet and maintain a sanitary and healthy environment for the animal as well as for the community.
- No more than four (4) dogs or cats may be kept at any premises without a kennel special use permit.

Complaints regarding barking and animal welfare must be directed to the Ingham County Animal Control Center at (517) 676-8370.

## RENTAL REGISTRATION & INSPECTION

The systematic rental registration and inspection program helps the Township to maintain a safe and healthy rental housing stock. It also protects the Township's aging housing stock and prevents the deterioration of surrounding properties and neighborhoods.

- All rented or leased dwellings must be registered.
- A rental registration fee is required to be paid upon registration and every two years thereafter.
- Only units which are leased or rented are inspected.
- Inspections are conducted approximately once every two years.
- Notices are sent to the owner at least thirty days prior to the inspection stipulating the date/time.
- A Rental Inspection Report will be issued to the owner with a list of required corrections.
- Follow-up inspections will be conducted to ensure compliance.

Rental property registration forms as well as an informational letter outlining the general inspection guidelines can be downloaded from the Township's web site at: [www.delhitownship.com](http://www.delhitownship.com).

## AND FINALLY...

The information supplied in this pamphlet only briefly covers a few of the common violations and ordinance requirements. All Township ordinances can be reviewed or obtained by section or in their entirety at the Township Clerk's office. Additionally, Township ordinances are also available in their entirety on the Township's web site at: [www.delhitownship.com](http://www.delhitownship.com).

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