

Huntington Beach Code Enforcement Overview

City Council Study Session

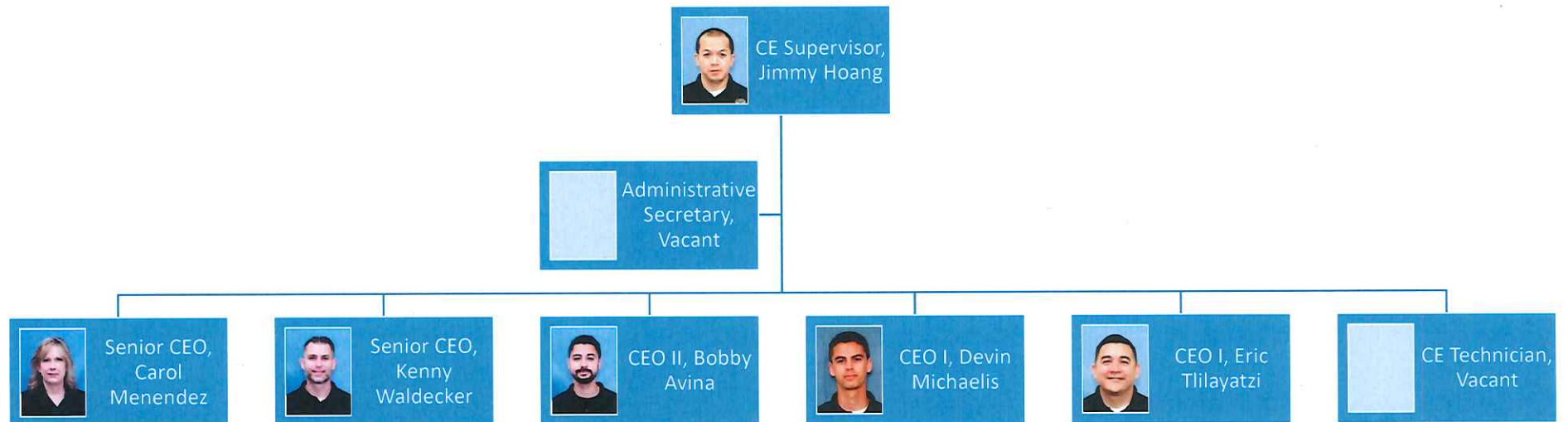
August 5, 2019

SUPPLEMENTAL COMMUNICATION

Meeting Date: 8-05-2019

Agenda Item No.: 19-810 #1

Code Enforcement Team





Staffing

- According to most recent CACEO survey results, over 85% of member jurisdictions staffed their field personnel at 1 officer per 20,000 in population
- The State Department of Finance has estimated Huntington Beach's population to be 203,761 as of January 1, 2019
- The Community Development Block Grant (CDBG) areas have a population of 54,715
 - 27% of total HB population
 - 25% of total HB area
- At 1 field officer per 20,000:
 - 2.7 officers for CDBG area
 - 7.5 officers for remaining HB area
 - Total field officers – 10.2
- Current staffing – 6 field officers

Code Enforcement Assessment



- Scott Barber of Anderson Penna was retained to conduct an assessment of the Code Enforcement Division, dated January 15, 2019
- Scope of Work:
 - Review and suggest changes to existing CE Program Policy and Procedures Manual
 - Review and field/ office validate the process map contained in the Policy and Procedures Manual
 - Field review enforcement activities and investigate techniques with field staff
 - Perform trend analysis on CE case data, mining additional trends based on individual officer actions, violation types and other trends impacting performance and compliance
 - Make recommendations and findings based upon current and potential future conditions in the City, industry trends and changing realities

Policy & Procedures Manual

- Issue Notice of Violation (NOV) at initial inspection – increased efficiency
- Priority List and Compliance Windows – managing w/ allocated resources
- Only one inspection when no violation is observed – increased efficiency
- Officers issue NOV w/o Supervisor prior approval – increased efficiency
- Revise Notice to Vacate Substandard Buildings section – reduce liability



Code Enforcement Policies and Procedures Manual

CE Activities & Investigative Techniques

- Officer Safety
- Professional Conduct
- Documentation of Case Files

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"As long as it doesn't interfere
with your work, it's OK with me."

Trend Analysis

- Violation Types by Month (2018)
- Cases over 90 Days old (aging)
- CDBG Cases (2018)
- CE Activities
 - 2016-17 (October to September)
 - 2017-18 (October to June)
 - 2018-19 (July to November)

CITY OF _____
CODE COMPLIANCE

NOTICE OF VIOLATION

To: JOHN Q. PUBLIC

Property Address: 1234 MAIN STREET

Date of Inspection: MAY 15, 2009

Notice of Violation of City Ord. 200-4-07-24, Section A 1015 "Exterior Property Conditions." It shall be unlawful for any person to allow, permit, conduct or maintain real property within the City of _____ in violation of this section. You will have ten (10) days from date of this notice to mow any high grass/weeds above 12 inches in height or remove any unsightly matter from this property in violation of the adopted ordinance. Violation could be abated by City contractor and cost assessed by lien toward the property. If you feel this notice is not valid, you have the right to appeal.

Notice issued by: Bill Smith Code Officer

Recommendations

- Staffing
- Vehicle Abatement
- Cost Recovery
- Abatement (non-vehicle)
- Receivership
- City Attorney Support
- Equipment



Implementation

- Diversionary Hearing
- Civil Injunction
- Administrative Civil Penalties (ACP)
- Warrants
 - Inspection
 - Abatement
- Criminal Prosecution
- CEO – Health Officer to declare infestation



Process

Complaint

- Call (714) 536-5271
- MyHB
- Investigation

Voluntary Compliance

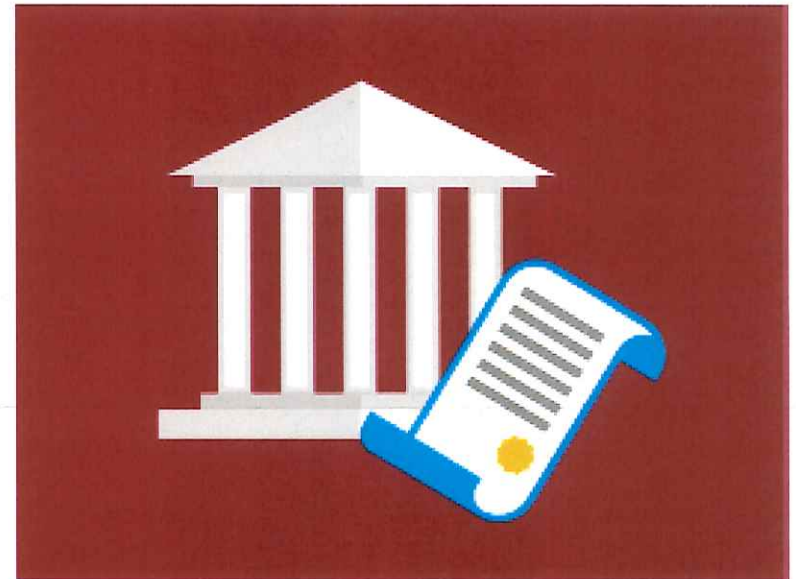
- Notice of Reported Violation
- Notice of Violation
- Administrative Citation, Administrative Civil Penalties
- Diversionary Hearing

Forced Compliance

- Inspection Warrant
- Civil Injunction
- Criminal Prosecution
- Abatement
- Receivership

Code Modifications

- Nuisance Code – Abandoned Vessels
- Administrative Civil Penalties (ACP)
- Vacant Properties Registration Programs
- International Property Maintenance Code (IPMC)



Case Studies

- Nugget Circle
- Illegal Dispensary
- Property Maintenance
- Hoarding Cases

**Case
Studies**



Nugget Circle



Property Maintenance



Hoarding Cases



Hoarding Cases

