

Code Compliance

Typical Housing Violation Notices include:

- Safety: A Safety Housing Correction Notice is issued when a violation of the code exists which requires correction. This may be either owner occupied or rental property. Typical examples may include inadequate sanitation, lack of required utilities, hazardous mechanical, electrical, plumbing or structural deficiencies. Once the violations are corrected and a re-inspection conducted the correction notice is complied.

- Emergency Board Up: When a dwelling is found to be open and accessible due to a damaged entry door or window(s) or is open to the elements through other means, the structure is ordered to be secured through boarding of the openings if the door(s) or window(s) cannot be secured by installed hardware.

- Exterior: Exterior violations for which a correction notice would be issued may include deteriorated or damaged siding, roofing, soffit and fascia, doors and windows, chipped and peeling paint, gutters and downspouts. Once the violations are corrected and a re-inspection conducted the correction notice is complied.

- Address Letter: When a Code Compliance Officer finds that a dwelling lacks proper address signage this form of correction notice is issued. Once the violation is corrected and a re-inspection conducted the notice is complied. (Can we find you? The Importance of Address Signage)

- Rental Certification: Inspections of rental properties are conducted on a three (3) year cycle for one and two family dwellings and on a two (2) year cycle for multiple family dwellings. Once a rental inspection has been conducted a correction notice will be issued for any noted violations. Typical examples may include inadequate sanitation, lack of required utilities, hazardous mechanical, electrical, plumbing or structural deficiencies. If no violations were found a Rental Certification Inspected & Complied notice will be issued. Once the violations are corrected and a re-inspection conducted the correction notice is complied and the certificate issued.

- Rental Certification Inspected & Complied: This type of notice is issued following a rental inspection where no violations were found.

- Lack of Certificate: This form of correction notice is issued when a rental dwelling certificate has expired or when corrections have not been made by the compliance due date. The issuance of this notice is also accompanied by a pink tag being placed on the structure noting that the dwelling lacks a Valid Certificate of Compliance. If compliance is not met the owner may be issued a ticket or depending on the circumstances the dwelling may be vacated.

- Failure to Register: When a potential unregistered rental property is discovered the Office of Code Compliance will issue a Failure to Register notification. This document informs the taxpayer of record that this dwelling appears to be an unregistered rental property. Typically owners contact us upon receipt of this notice to verify the status of the property. In some cases the dwelling has been sold on a Land Contract which has not been recorded with the County Register of Deeds. The City of Lansing requires all land contracts to be recorded with the County Register of Deeds or a property transfer affidavit to be filed with the Office of Code Compliance within 15 days of a sale. If the Failure to Register notice is not complied, a Lack of Certificate notice will be issued.