

# Code Enforcement, Unsafe Buildings & The Neighborhood Investment Committee

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COMBATING VACANCY & BLIGHT IN MUNCIE, IN

# Code Enforcement (Building Commissioner's Office)

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- Weeds
- Occupied Housing
- Meth Labs
- Trash & Debris in Yards
- Vacant & Abandoned Properties

# Code Enforcement (Building Commissioner's Office)

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- Weeds: 765.741.1336
  - Property will be measured and tagged if over 12"
  - Letter will be sent to property owner
  - If not mowed by date specified in letter the city will mow
  - Property owner will be invoiced for the mowing and administrative costs
  - If owner does not pay by date specified in letter they will be set for a date in City Court
  - City Court may put a lien on property or individual property owner

# Code Enforcement (Building Commissioner's Office)

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- Occupied Housing: 765.747.4862
  - Complaint made by the tenant
  - Date and time for inspection set
  - Inspection made by code enforcement officer
  - Violations of the city's Minimum Housing Code are put in writing and sent to the property owner
  - Property owner is given 30 days to make corrections or show progress
  - Follow-up inspections are made as needed until the property is released
  - If property owner does not show progress the case is set for City Court
  - City Court may fine the property owner for failure to comply

# Meth Labs

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- Meth labs: Muncie Police Department's Drug Task Force at 765.747.4866
  - Tagged by Health Department and Building Commissioner's Office
  - Properties have hearings through the UBHA – must follow Indiana Department of Environmental Management requirements for cleanup
  - Health Department maintains a list of these properties
  - City of Muncie Task Force is actively meeting to develop city-wide strategy to deal with this issue

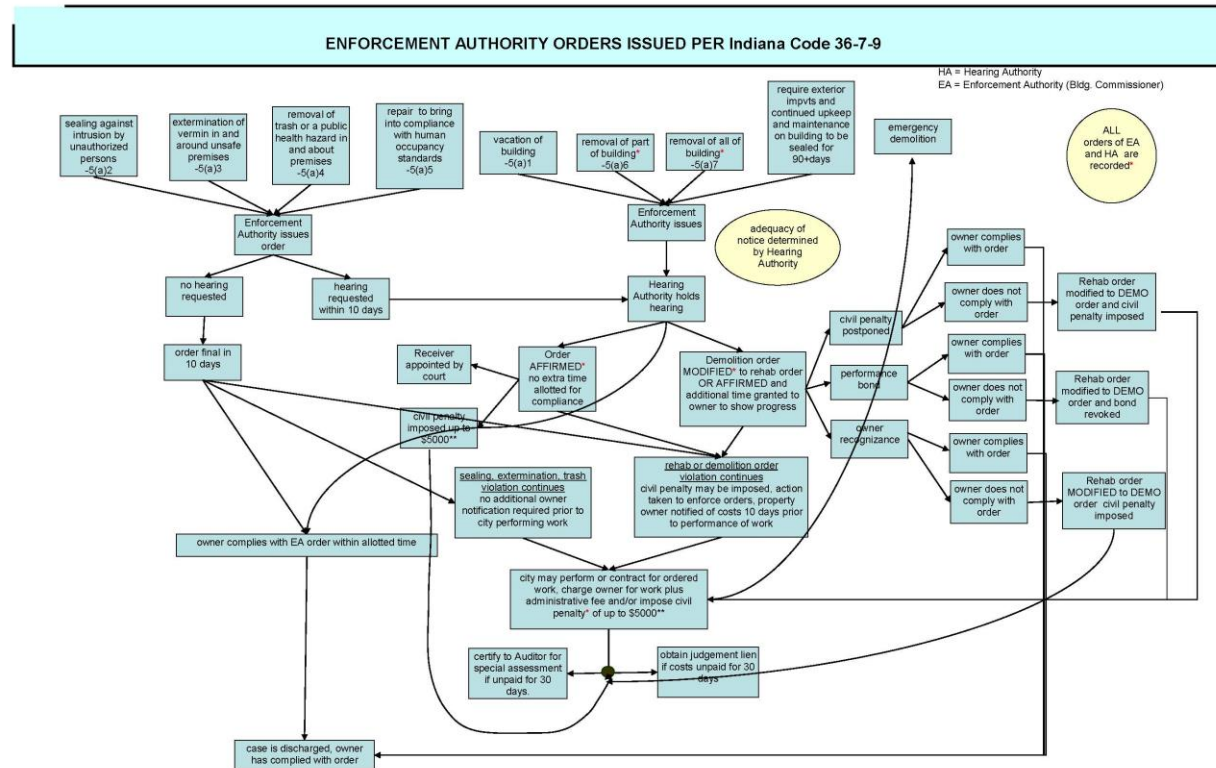
# Code Enforcement (Building Commissioner's Office)

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- Trash & Debris in Yards & Vacant & Abandoned Properties: 765.747.4862
  - Complaints are made to the Building Commissioner's Office
  - Properties are tagged for code violations
  - Information is put into the city's Unsafe Building Hearing Authority (UBHA) tracking system and paperwork is given to the UBHA administrator



# The UBHA Process



\* hearing authority makes determination that "reasonable effort has been made to obtain service" by means of register or certified mail, personal delivery OR leaving.

\*\*one or more civil penalties (not to exceed \$5000 each) may be imposed when hearing authority "finds that there has been a willful failure to comply with the order."

This flowchart was created by Gretchen Cheesman as a visual representation of how the unsafe building law can work in Indiana. It has not been checked for legal accuracy and should not be interpreted as a legal document.

# Neighborhood Investment Committee

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5 Programs have been developed to return abandoned properties and vacant lots located throughout the city to productive or beneficial use. Thus, returning these troubled properties back onto the tax rolls, eliminating public safety hot spots and improving quality of life in our neighborhoods.

**3 housing programs:** Residential, Urban Revitalization & Live/Work

**3 vacant lot programs:** Community Gardens, Side Lots, Pocket Parks



# Residential Program

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- MRC will acquire, hold, and conduct basic maintenance on abandoned, tax delinquent, and other problem distressed properties that will be made available to individuals, not-for-profit organizations and developers, for-profit developers, public safety officers, educators, and adjacent property owners.
- MRC will enter into a project agreement with each new owner where the rehabilitation will be completed within three years of the date of entering into the agreement.
- If terms and conditions of the sale are not complied, then the City of Muncie would be able to reclaim the property.

# Urban Revitalization Program

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- The program designates groupings of MRC owned properties where individuals, families, and community organizations will provide each other support, advice, and help during the rehabilitation process and establish a community thereafter of owner-occupied dwellings.
- These properties will be made available to individuals or families who must occupy and rehabilitate the properties as one-to-four-family dwellings.
- These properties will also be made available to community organizations who must rehabilitate and sell the properties as owner-occupied dwellings.

# Live/Work Program

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- Live/work spaces have been an important element of community and economic development for many years.
- These spaces, essentially single family dwellings in their basic nature, typically provide accommodations for individuals who can simultaneously live and conduct work activities in the same setting. These spaces rarely serve as retail outlets or businesses that disrupt the residential character of the neighborhoods within which they exist.
- When appropriate properties are identified for live/work spaces, a partnership among the NIC, the Office of Community Engagement at BSU, and the Innovation Connector will ensue. This relationship will involve business counseling, periodic training and professional development and evaluation.

# Community Gardens

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- MRC will lease appropriate abandoned property throughout the City of Muncie to Partner Organizations who will then manage and assist Garden Groups in growing vegetable, fruit, and/or flower gardens and/or orchards.
- This program is for the use of the abandoned property by individual or small group gardens and orchards, not for commercial purposes.
- Motivate our Minds is the current Partner Organization
  - Developed social media presence
  - Communicated and marketed opportunities to the community
  - Holding 3 workshops this year
    - Next Workshop: September 29<sup>th</sup> 6-7:30 pm at Motivate our Minds garden (corner of Lowell & Burns); learn how to protect your garden from disease and pests with special guest Henny Penny the chicken

# MUGI Gardening Workshop

[Muncie Urban Garden Initiative]

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Please join us **Tuesday, September 29<sup>th</sup> 6:00 – 7:30 pm**  
At the Motivate our Minds garden (corner of Lowell & Burns St.)

Learn how to protect your garden from disease and pests with special guest Henny Penny the chicken.

For more information or if you have questions, please contact Mary Beth Lambert at [mlambert64@gmail.com](mailto:mlambert64@gmail.com)

**Please follow MUGI on facebook [[www.facebook.com/munciedelawareUGI](https://www.facebook.com/munciedelawareUGI)]  
and Instagram [[muncieugi](https://www.instagram.com/muncieugi)]**

# Side Lots

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- Abutting neighbors are given priority consideration to purchase abutting lots, which will be offered for public sale, or for a fair asking price.
- Abutting neighbors must be a residential owner of contiguous property to a vacant lot and must live in the property adjacent to the MRC property for which they are bidding.
- Any purchase by an abutting neighbor cannot be conveyed to another owner for a minimum of 3 years.

# Pocket Parks

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- Park Partner must be a community group or neighborhood association that has an interest in an abandoned lot where there is no proposed plan for use by the City of Muncie
- Park Partner must enter into a memorandum of agreement with the MRC & obtain letters of support from neighboring property owners
- Park Partner is responsible for ongoing care and maintenance in conjunction with the City's Parks Department

# OWE Cliffton-Wallace & Community Circle Parks



Old West End Neighborhood Association presents...

## Community Circle Reception

Featuring:

**Brenda Whittaker**, artist in residence

music by **Mark Harper**

beer by **New Corner Brewery**  
samples and sales by the pint



DWNTWN  
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Old West Friends Collaboration:

Muncie Redevelopment Commission, Nick Kawa (Ball State Anthropology), Ball State Student Team (Rebecca McKeitz Ball, Zach Rees, Kristen Alexa, Jim Zheng, Spencer Harvey, Andrew Eakle, Bryant Niehoff, Charlie Rymer, Ellen Forthofer, Brenda Whittaker (artist in residence), Joseph Ramsey, Larry Neal, Charlie Mason, Wearly Monuments, Ball Brothers Foundation, R.O.C. (Rebuild Our Community), Heintzelman Hardwood Flooring, Ontario Systems, The Townsend Corporation, Old West End Neighborhood Economic Redevelopment

## Arts Walk

October 1, 2015  
5pm to 9pm

## Old West End

W. Main Street  
And  
Cherry Street



# ScoutMuncie



**Volunteers Needed!**

The City of Muncie Historic Preservation Commission is conducting a survey of the city to collect valuable information about our community's historic resources.

We need you to assist in the data collection process! All you need is a smartphone/tablet with internet access. A *free app* will be provided as well as training on how to conduct the simple survey. No experience necessary.

We will need volunteers anytime between October 10th-24th

Visit  
***scoutmuncie.wordpress.com***  
For More Information and to Sign up!

ScoutMuncie is made possible by partnerships with:



September 14<sup>th</sup> Star Press Article:

<http://www.thestarpress.com/story/opinion/contributors/2015/09/12/scoutmuncie-city-neighborhoods-will-surveyed/72014814/>

“Research shows success from using historic preservation planning to strategically carry out demolitions, rehabilitations, targeted code enforcement, and land banking. Funding decisions based on up-to-date data are crucial to help city officials get the greatest impact on neighborhood revitalization and blight elimination.”