

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOP. DIR
SUBJECT: NEIGHBORHOOD PROPERTY MAINTENANCE PROGRAM
DATE: AUGUST 8, 2024

Mayor and Council –
FYI on the latest stage or progress on the property maintenance program. Prior memos summarizing efforts are also attached.

- Victor

The City of Novi Neighborhood Property Maintenance Program began in 2018 with a Pilot Program in the Willowbrook I neighborhood. Beginning in 2022 work was initiated throughout the City on a neighborhood-by-neighborhood basis. The goal of the program remains to maintain and increase housing stock values and improve overall quality of life for all residents. The program applies the standards of the International Property Maintenance Code referenced in the City Code to the exterior of structures and property.

Initial communication takes place with the Homeowners Association leadership (where possible) and an introductory letter and self-checklist mailed to each property owner. This communication typically allows our team to answer any questions and concerns as well as allow property owners to review the condition of their property for concerns. In many cases, concerns are addressed prior to any inspection at all being done by the City. Code Compliance Officers then visit each property and survey for violations from the public Right of Way. Where necessary, owners are notified in writing a minimum of twice of any deficiencies requiring attention. Maintenance issues are addressed on an individual basis and our team regularly works with property owners to adjust compliance timelines based on resources and availability of contractors. In cases where resources may be limited, extra measures are taken to connect residents with programs such as the Minor Home Repair Program or supporting organizations to bring properties into compliance. To date, resolution has been achieved without the need for any civil infraction tickets.

Following are the areas included in past and the current year programs including the number of homes in each:

2018	Willowbrook 1 (48 homes)-pilot program
2022	Echo Valley (93)
2023	Liberty Park (298 homes), Simons Orchard (90), Dunbarton Pines (244), Roma Ridge (129), Briarwood (76)
2024	Willowbrook 2 and 3 (260 + 110 homes), Meadowbrook Glens (475), Village Oaks (603), Saratoga (54), Camden (56) Mailed notice was sent to HOA Board members for Camden, Saratoga and Village Oaks on July 8, 2024.

As always, residents are encouraged to call with any questions or concerns. Our team Would be happy to meet on site to address any specifics of the program as it relates to their individual property and next steps.