

## 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 to the property owner requesting compliance within a short, but reasonable, period of time.
- A follow-up inspection will be conducted to ensure compliance.

### HOW DO I MAKE A COMPLAINT?

- Contact the Code Enforcement Office at 517-694-8281 or via the Township website.
- You are not required to leave your personal information.
- Refrain from making complaints based on personal disputes.
- Supply the Township with the address and the nature of the violation.
- Your complaint will be investigated and enforcement action, if necessary, will be taken.

### 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 by working to quickly eliminate the violation.
- Every resident is treated fairly and is given every reasonable opportunity to correct a violation.

### WHAT HAPPENS IF I DON'T COMPLY?

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

- A civil infraction fine may be issued.
- The Township may take action to remedy the violation. The cost of the remedy would be placed as a lien on the property taxes.
- Injunctive relief may be sought from the court.

### WHAT CAN I DO TO HELP?

- Maintaining your own property is the first line of defense. This will encourage others to maintain theirs as well.
- Get involved with neighborhood groups and associations.
- Share this information with neighbors. They may not be aware that they are in violation.
- Call the Community Development Department if a violation persists in your area.

## RENTAL REGISTRATION & INSPECTION

The Rental Registration and Inspection Program helps the Township 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 and inspected prior to tenant occupancy.
- 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.
- Failure to register residential rental property constitutes a civil infraction and can result in fines and further prosecution.



For more information & Rental Property Registration forms go to [www.delhitownshipmi.gov](http://www.delhitownshipmi.gov)

### RENTAL PROPERTY FEES

<b>Registration Fee</b>	<b>\$110 per parcel</b>
<b>Plans Unit Fee</b>	<b>\$110 per unit</b>
<b>1st Re-Inspection Fee</b>	<b>\$11 per unit</b>
<b>2nd Re-Inspection Fee</b>	<b>\$110 per unit</b>
<b>3rd Re-Inspection Fee</b>	<b>\$220 per unit</b>
<b>4th Re-Inspection Fee</b>	<b>\$550 per unit</b>
<b>Unregistered Rental Investigation Fee</b>	<b>\$250 per unit</b>
<b>Tax Lien Processing Fee</b>	<b>\$110 per parcel</b>
<b>Administrative Service Fee</b>	<b>\$55 per parcel</b>
<b>Origination Registration Fee*</b>	<b>\$550 per parcel</b>

\*Due if property has not previously been a registered rental.



Delhi Charter Township

# ORDINANCE COMPLIANCE & CODE ENFORCEMENT

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



Department of Community Development  
517-694-8281

## VEHICLES

**Vehicles which violate ordinances deteriorate the aesthetic value of properties and pose a health nearby and safety threat.**

- All cars, trucks, trailers, motorcycles, and motor homes must be fully operable for roadway use and have proper license and tabs.
- Parking on yards and grassy surfaces is prohibited.
- Campers or trailers may only be used as living quarters in approved campground areas.
- Campers, trailers and the like shall not be parked or stored within the front yard setback area for more than 48 hours in a 7-day consecutive period.
- Complaints regarding vehicles, trailers or RV's parked within the road or road right-of-way must be directed to the Ingham County Sheriff's Department Delhi Division at 517-694-0045

## TRASH, JUNK & DEBRIS

**Junk items are not only unsightly, but also foster pests and contribute to the 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: interior furniture, appliances, vehicle parts, scrap metal, construction debris, yard debris, and scrap building materials.
- Refuse and containers should be placed curbside no sooner than 12 hours prior to normal pickup.

## TALL GRASS & WEEDS

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

- 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.

## BUILDING MAINTENANCE

**The following are a few common housing code violations which can be avoided by routine maintenance:**

- Broken and/or unopenable windows
- Peeling, flaking paint on exterior surfaces

- Unkempt or dilapidated sheds and garages
- Every dwelling and primary building must contain clearly visible address numbers.
- Temporary structures including those utilizing tarps, canvas, plastic or other unapproved materials are prohibited.
- Missing or damaged handrails & guards
- Faulty or deficient roofing materials

## 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-premise real estate signs are prohibited.
- Temporary political signs must be removed within 30-days after the election.

## SIDEWALK MAINTENANCES

**It is the responsibility of every property owner to maintain the sidewalks adjacent to their property and remove any snow and ice obstructions**

- It is unlawful to obstruct or block a public sidewalk.
- 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*).

## 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) adult dogs or cats may be kept on a property.
- Agricultural animals (e.g. cattle, pigs, sheep, goats, horses, chickens or other animals) are only permitted in approved zoning districts.
- Complaints regarding barking can be directed to the Ingham County Sheriff's Department Delhi Division at 517-694-0045.
- Complaints regarding animal welfare can be directed to the Ingham County Animal Control Center at 517-676-8370.

## STORAGE CONTAINERS / PODS

- May not exceed 8'x16'.
- Are permitted for a maximum of 180 days.
- Must be located outside the road right-of-way.
- May not obstruct emergency access or sight vision for drives/sidewalks.

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 Department of Community Development office.

**Department Of  
Community Development  
2074 Aurelius Road  
Holt, MI 48842**

**517-694-8281**



For more information regarding Township ordinances go to:  
[delhitownshipmi.gov](http://delhitownshipmi.gov)