

BLOOMINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

PROPERTY MAINTENANCE POLICY

Reviewed by: Ofc. Brad Peterson	Effective Date: November 18, 1999
Authorized by: Asst. Chief Gary Sutherland	Revision Date: February 26, 2016

PURPOSE

The Police Department and the City of Bloomington Planning and Code Enforcement Department (PACE) have created a partnership to combat the problem of poorly maintained properties in our community. The PACE Department is the City of Bloomington's primary enforcer of building code violations. However, because of the nature of their work, officers of the police department are often placed in situations to observe serious code violations. Officers are therefore encouraged to report violations, especially those violations that could create a health or safety hazard, or violations that are a serious nuisance to the community, to the PACE Department.

The City's Property Maintenance Code consists of the International Property Maintenance Code as amended and adopted by Chapter 45 of the Bloomington City Code.

Chapter 45

Chapter 45 was established to protect public health, safety, and welfare in all existing structures, by establishing minimum maintenance standards for all structures and premises, for basic equipment and facilities for light, ventilation, heating and sanitation; for safety from fire; for space; use and location; and for safe and sanitary maintenance of all structure and premises now in existence within the City of Bloomington.

Rule Making Authority

The code official and the Chief of Police or his designee shall have the power as may be necessary in the interest of public safety, health, and general welfare to adopt and promulgate rules and regulations to interpret and implement the provisions of Chapter 45 and the International Property Maintenance Code and amendments.

Privacy Act

The Illinois Freedom of Information Act, Section 7(v) prohibits anyone from a public body from giving out "information revealing the identity of persons who file complaints with or provide information to administrative, investigative, law enforcement or penal agencies." The only way the information can be given out is through the direction of the Circuit Court system.

POLICY

Code Enforcement

Code enforcement complaints may be received by telephone or in person. Sources of information include other City of Bloomington departments, other agencies, or from field observations of Police Officers. All Police Officers will file code enforcement complaints by e-mailing complete information on the complaint to Donna Geron in PACE at dgeron@cityblm.org. Ms. Geron will enter the information into the PACE system for further investigation. Should the need to speak directly with a PACE person, the telephone number for Pace is 434-2226 and for Ms. Geron it is 434-2244.

This information must include:

1. The complete address of the violation.
2. The Complainant or Officer name and contact information.
3. A complete description of the violation or condition requiring investigation/follow-up.

PACE will assign an inspector to this complaint. If the code violation is deemed life threatening, **THE COMPLAINT MUST BE INVESTIGATED IMMEDIATELY**, and a Code Official must be called out to handle the complaint. The “Call Out List” for Code Officials and their responsibilities is located in the Command Information Book at the Patrol Supervisor’s desk.