

# City of East Lansing One Pager Plus

## Vacant Property FAQs

### **What does Ordinance No. 1304 (Vacant and Abandoned Property) mean?**

Ordinance No. 1304 states that all vacant and abandoned properties are required, by the owner, to be registered as vacant or abandoned.

### **How is a vacant or abandoned property defined?**

An abandoned property is a residential structure that is vacant and meets *one or more* of the following criteria:

- Provides a location for loitering, vagrancy, unauthorized entry or other criminal activity.
- Has been boarded or partially boarded, restricting ingress and egress through windows and/or doors, for at least 30 days.
- Has real estate taxes in arrears for a period of time exceeding 365 days.
- Has either water, sewer, electric or gas or any of the foregoing disconnected or not in use.
- Has not been maintained in compliance with City Code requirements that relate to property maintenance.
- Has been only partially completed and is not fit for human occupancy.
- Has had its wiring, plumbing or other fixtures essential for occupancy removed.
- The owner has no intent to return to or maintain the property.

### **What is the purpose of Ordinance No. 1304?**

The purpose of this ordinance is to help protect the health, safety and welfare of citizens by preventing blight; protecting property values and neighborhood integrity; avoiding the creation and maintenance of nuisances; and ensuring safe and sanitary maintenance of dwellings. Further, it is important for the City to be able to contact owners of vacant properties for property maintenance, fire and police purposes.

### **Where do I register my property as vacant or abandoned?**

Go to [www.cityofeastlansing.com/Home/Departments/BuildingCodeEnforcement](http://www.cityofeastlansing.com/Home/Departments/BuildingCodeEnforcement) and download the registration form. Once you fill out the form, you can submit it to:

**City of East Lansing**  
**Department of Planning, Building and Development**  
**410 Abbot Road**  
**East Lansing, MI 48823**



## Vacant Property FAQs (Continued)

### **Are there any inspection or other fees associated with the registration?**

The annual registration fee is \$150 and must be submitted along with the registration form. This fee also covers the required exterior inspection fee upon registration of the vacant or abandoned property. Any re-inspections mandated as a result of additional complaints or other non compliance would be subject to re-inspection fees of \$60.

### **What does an exterior inspection consist of?**

Upon registration, the next step is an exterior inspection by the department showing that:

- Landscaping is well-maintained;
- Windows are unbroken; and
- No visible signs of deterioration.

### **What are some maintenance and security requirements?**

- Visible front and side yards shall be landscaped and maintained.
- Pools and spas shall be kept in working order so that water remains clear and free of pollutants and debris or must be drained.
- All properties must be secured in a manner so that they are not accessible to unauthorized persons.
- Property shall be maintained in compliance with all other applicable code requirements.

### **Are there any penalties if I don't pay the fees or fill out the registration form?**

Any violations of the requirements of this ordinance shall be deemed to be a municipal civil infraction as a civil infraction in accordance with state law and sec. 1-13 of this code. Each day that a violation exists after expiration of any time period set forth herein shall constitute a separate offense.

### **Who do I contact if I have additional questions or concerns?**

If you have any questions or concerns, please contact the Vacant Property Coordinator, Bryndan P. Arnold, at (517)-319-6859 or e-mail [barnold@cityofeastlansing.com](mailto:barnold@cityofeastlansing.com).

