

Corridor Keeper Program

- Supplement existing code enforcement activities by enforcing property maintenance along the entire 8 Mile boulevard corridor.
- Provide education on property maintenance issues.
- Coordinate and provide property maintenance assistance programming to area business owners and residents.
- Eyes and ears of 8 Mile Boulevard.



Corridor Keeper Activities

1. The first order of business of the Corridor Keeper will be to respond to inquiries from the Code Enforcement Hotline: (1-800-708-MILE).

- If the phone inquiry is on the enforcement route of that day, the Keeper will address it. If not, the Corridor Keeper will e-mail or call the existing code enforcement officer of that jurisdiction to make them aware of the problem.
 - During after hours, the hotline will have a message that instructs callers to dial 911 if the problem is related to a safety issue. The hotline message will also have a community directory, listing the contact information of each code enforcement department.
2. The Corridor Keeper will then proceed to inspect properties.
3. The Corridor Keeper will only focus on nine specific code enforcement issues:
- Attractive Nuisance
 - Outside Storage
 - Nuisance
 - Unlicensed Vehicles
 - Signs
 - Dumping
 - Junk & Litter
 - Vacant Structures
 - Weeds and Grass



4. The Corridor Keeper will use a "Code Enforcement Intake Checklist" when evaluating properties.

5. Upon inspection, if the Corridor Keeper sights a violation that is a police matter, he/she will call the police directly.

6. Upon a violation, the Corridor Keeper *will* attempt to engage property owners face to face to address the issue. However, the Corridor Keeper *will not* issue a formal citation to the property owner.

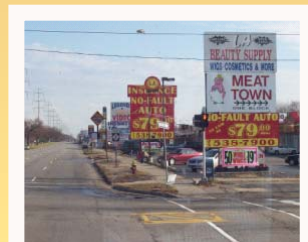
7. Upon **contact** with a business owner or resident the Corridor Keeper will:

- Explain the Corridor Keeper Program
- Identify the code violation
- Recommend a solution
- Explain procedures
- Provide education materials and coordinate community assistance, as necessary.

8. After engaging the property owner, the Corridor Keeper will complete the Code Enforcement Intake Checklist.

9. The Corridor Keeper will fax or e-mail the Code Enforcement Intake Checklist to each jurisdiction at the end of each day.

10. If the property owner is not present, the Corridor Keeper will leave a door hanger notice.



Proposed Schedule

The Corridor Keeper will follow a standard schedule of code enforcement. Existing code enforcement officers from each jurisdiction will be aware of the schedule. Over time, this schedule may change as the program evolves.

Code Enforcement Schedule	Tuesday Detroit Eastpointe Harper Woods Warren	Wednesday Detroit Ferndale Hazel Park Royal Oak Twp	Thursday Detroit Oak Park Southfield Redford Twp.	Friday Detroit Livonia Farmington Farmington Hills
Saturday/ Sunday	Week One Detroit Eastpointe Harper Woods Warren	Week Two Ferndale Hazel Park Royal Oak Twp.	Week Three Detroit Oak Park Southfield Redford Twp.	Week Four Detroit Livonia Farmington Farmington Hills
Saturday and Sunday Options Code enforcement officers from each jurisdiction have agreed to identify three businesses that are frequent violators for potential additional enforcement on Saturday and Sunday.				

Education Activities

1. The Corridor Keeper will update and develop new educational materials on code enforcement issues, including:

- Pamphlets
- Newsletters/Inserts
- Web-site (8MBA)
- Basic Community Appearance Handouts
- Public Meetings

2. Materials will provide information on:

- The Keeper Program
- Code Enforcement Contacts
(including 8MBA and each municipality)
- Code Enforcement Hotline
- Assistance Programs
- General Property Maintenance Information

Assistance Activities

1. The Corridor Keeper will:

- Recruit and help coordinate agencies that provide property maintenance assistance
- Work with and promote assistance programs already established by local jurisdictions
- Work with and promote program efforts in association with 8MBA
- Provide support as appropriate to code enforcement officers
- Identify key training opportunities for code enforcement officers.

Administrative Activities and Responsibilities

1. The Corridor Keeper will develop and submit quarterly progress reports to the Planning Advisory Committee.
2. Corridor Keeper will meet with code enforcement officers of each jurisdiction, as appropriate.
3. The Corridor Keeper will be provided office space at 8MBA offices.
4. The Corridor Keeper will pursue 8 Continuing Education credits sponsored by the Michigan Association of Code Enforcement Officers (MACEO).

Existing Code Enforcement Officers Responsibilities

1. Existing Code Enforcement Officers will keep track of the Code Enforcement Intake Checklists.
2. Existing Code Enforcement Officers will provide mentoring - on the job training for at least the first month of the Program.
3. Code Enforcement officers will meet quarterly with the Corridor Keeper to evaluate the Program. **Measuring Success:** Initial program effectiveness will be determined by:
 - Comparing the percentage of code enforcement citations along the boulevard per year
 - Comparing the number of daily stops
 - Personal Testimony.
4. Each municipality will inform the Corridor Keeper of specific municipal assistance programs and community agencies that are available.

Proposed Equipment

- Identification (badge, photo ID, title, 8MBA Logo)
- Dress Code (i.e. a uniform shirt, casual pants)
- Automobile (with identification)
- Code Enforcement Booklet (compilation of every code)
- Digital Camera
- Cell Phone
- Lap-top Computer
- Portable Printer
- GIS Tracking Program

PARTNERSHIPS
for CHANGE

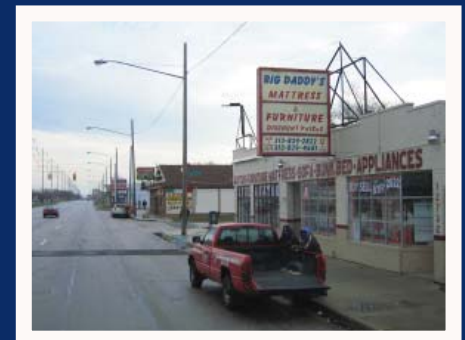
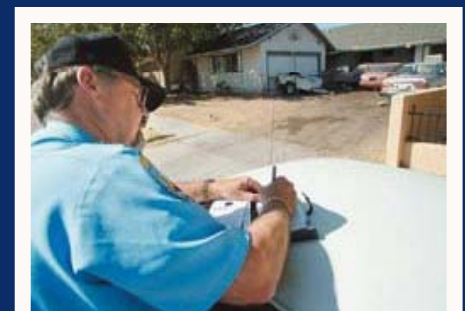


8 MILE BOULEVARD ASSOCIATION

CORRIDOR KEEPER *Education and Enforcement Program*

MISSION STATEMENT

*To enhance the appearance
and business climate along
Eight Mile Boulevard through
education, assistance,
code enforcement
and cooperation*



<http://www.partnershipsforchange.cc/8mile>

Consistency in Procedures

The Corridor Keeper will follow the same procedures for each jurisdiction. However, the Corridor Keeper will be flexible and respond to the individual needs of each community.