

MEMORANDUM

October 1, 2018

To: Mayor and Board of Trustees

From: David C. Stahl Sr.
Town Manager

Jamie Lucas
Chief of Police

Re: "Draft Code Enforcement Policy and Proposed Process for Code Revisions"

Outlined below is a; 1) "Draft" Code Enforcement Policy Statement and 2) "Draft" Code Enforcement Program Review & Adoption Process. At the Board meeting on September 19th I committed to provide the Board these drafts for your review and consideration at your regular meeting on October 3, 2018. Consistent with the comments at the last Board meeting the "Draft" Memorandum has been posted on the Town's website and we are accepting comments. This Memorandum is being submitted by the Town Manager and Chief of Police, both individuals have approved the content and process presented for your consideration.

1) "DRAFT" BOARD OF TRUSTEES CODE ENFORCEMENT POLICY STATEMENT

The Kremmling Board of Trustees acknowledges the need to review and amend, if necessary, those Municipal Code sections that pertain to nuisance's, trash collection and all code enforcement related provisions in the Code (on public and private property). A revised code must be consistent with State and Federal laws and court rulings with local jurisdiction.

A successful enforcement program should meet the expectations of Board of Trustees, residents, and be equitably enforced. A sound Municipal Code enforcement program will; 1) assist in the protection of the health , safety, and welfare of the residents and visitors to the community, 2) help stabilize or assist in raising property values, 3) positively impact the quality of life of the residents and preserve their right to peaceful enjoyment of their real property and, 4) provide a framework for the positive discussion of current issues and community partnership.

The intent of this Policy Statement is to confirm the Trustees commitment to immediately begin to review the code enforcement provisions of the Municipal Code and consider amendments to those sections that are determined to require revision. Essential to this process is stakeholder participation and acceptance of the final solutions to the concerns raised regarding code enforcement in the Town of Kremmling.

2) “DRAFT” CODE ENFORCEMENT PROGRAM, PROCESS FOR REVIEW & ADOPTION:

- A) The elements of any proposed revised nuisance ordinance will address prior to presentation to the Board of Trustees for final consideration the following:
- General definitions
 - Public nuisance defined
 - Authority to declare a nuisance
 - Specific nuisances declared
 - Complaints: procedure
 - Summary; of abatement emergencies
 - Abatement of nuisances: failure to comply
 - Assessment and collection of abatement costs
 - Remedies
 - Violations and penalties
- B) The review and comment process will include:
- A specific list of sections of the Code, approved by the Board of Trustees, for review;
 - Establish dates and times for Town sponsored and coordinated public forums specifically to collect comments from Kremmling residents.
 - Establish a date for the completion of all code reviews and preparation of proposed modifications to the code.
 - Solicit participation and input from experts in the code enforcement profession to comment on a program specifically for the Town of Kremmling.
- C) Prepare a detailed outline of the anticipated revenues and costs associated with the implementation of the community-wide code enforcement program. This outline will include proposed staffing and organizational changes that may be required to implement the revised program.
- D) Draft proposed amendments to the Municipal Code for review and consideration by the Board of Trustees. A significant element of the adoption process will include a public hearing(s), discussion and amendments to proposed ordinances prior to final adoption.