



CITY OF MANITOWOC FIRE RESCUE
STANDARD OPERATING GUIDELINES

400.03

FIRE/RESCUE

Title: Raze and Repair

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Purpose:

To identify properties that that are in such shape or condition that they need to be repaired or razed. By identifying these properties and taking corrective actions we will prevent the spread of neighborhood blight and improve the quality of life in the neighborhoods of our community.

If a building is old, dilapidated or out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation and unreasonable to repair, we will order the owner of the building to raze the building or, if the building can be made safe by reasonable repairs, we will order the owner to either make the building safe and sanitary or to raze the building, at the owner's option per Manitowoc Municipal Code Chapter 16; Building, Heating and Ventilation.

Procedure:

1. When the Division receives information that a building might be deemed inhabitable, an Inspector will be assigned to investigate the concern. All concerns will be addressed within 24 hours after notification. A Code/Contact Issue shall be created with an Issue Number assigned. Photos shall be taken to document the inspection.
2. If unable to perform an interior inspection, a letter will be sent to the owner requesting an interior inspection within 30 days of receipt of the letter. If no response or refusal by owner, an inspection warrant shall be requested by the Municipal Court Judge through the City Attorney's office.
3. Once an inspection is completed the City will determine if the property can be repaired or if it should be razed. If it can be repaired, the property, whether commercial or residential shall meet the requirements of *Manitowoc Municipal Code Chapter 16; Building, Heating, and Ventilation*. A repair timeline acceptable to the City and the owner shall be agreed upon by both parties. If it has been determined by the City that the building cannot be repaired, it shall be razed according to *Manitowoc Municipal Code Chapter 16.070, Razing of Buildings and Wisconsin State Statute Chapter 66.0413 Razing Buildings*.
4. The timeline for raze and repair orders shall follow the Raze and Repair Timeline (exhibit A). A detailed flow chart of the raze and repair process is also attached (Exhibit B).