



DISTRIBUTION DATE: June 15, 2021

MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: William A. Gilchrist
Director, Planning & Building

SUBJECT: Summary Code Enforcement
Quarterly Report

DATE: June 14, 2021

City Administrator
Approval

Date: Jun 15, 2021

SUMMARY

This memo provides current information on the code enforcement activities of the Planning and Building Department (PBD), including code enforcement data by quarter from July 2020 through March 2021 of Fiscal Year (FY) 2020-21. PBD's Code Enforcement Division enforces compliance with building, housing, and zoning codes and regulations. It is important to note that although many departments within the City enforce property-related regulations, such as the City Administrator's Office (CAO), Public Works Department (OPW), Fire Department (OFD), and Police Department (OPD), the data and work activities described in this report only pertain to PBD's enforcement activities. PBD is publishing this informational memo now in an effort to keep the City Council and public informed in a timely manner, however, PBD is available to bring this report to a Community and Economic Development Committee meeting for further discussion, if so desired by Committee members.

Purpose and Origin of Quarterly Code Enforcement Report

The City's FY 2015-17 Policy Budget contains a policy directive to provide an informational report on a quarterly basis to the City Council concerning the code enforcement activities of PBD. The purpose of the report is to update the City Council and public on the amount and types of code enforcement work occurring and the key initiatives underway to improve the effectiveness of the program.

Below are some of the key initiatives that PBD has implemented since the last [Quarterly Code Enforcement Information Memo dated March 24, 2021](#):

- **Staff Coordination**

The Code Enforcement Division participated in training offered by the California Building Officials during the month of December 2020 and participated in a "Receiverships" webinar with Silver & Wright LLP. The Code Enforcement Division

continues to participate in ongoing bi-weekly meetings with other City departments including OFD's Fire Prevention Bureau, City Attorney's Office, Office of the City Administrator, Housing and Community Development Department (HCDD), and PBD's Planning Bureau to address effective and timely responses for complex cases. The Code Enforcement Division is working with the CAO and other departments to develop and implement enhanced tools and processes to improve customer services and inter-departmental coordination, as part of the "Reimagining One-Stop Permitting" initiative.

- **FUSE Fellow**

PBD continues to work on the Project Plan for the implementation of the City of Oakland's Proactive Rental Inspection Program (PRIP) through the completion of a Racial Equity Analysis with guidance from the Department of Race and Equity, which focus on ensuring that PRIP Inspections provide equitable outcomes for the City's diverse communities while meeting this critical need for habitability.

- **Recruitments**

The Code Enforcement Division hired one new Specialty Combination Inspector (SCI) during Quarter 1 of the reporting period, and in Quarter 2, the Code Enforcement Division conducted interviews and reference checks for other SCI candidates.

A primary goal of the City's code enforcement program is to facilitate correction of building, housing, and zoning code violations in a timely, effective, and efficient manner. The length of time to achieve compliance varies based upon several factors, such as the complexity of the violation or the cooperation of the property owner. The code enforcement program is primarily complaint-driven, and the number of complaints received can vary over any period.

Code Enforcement Definitions

Property Blight: Any property (i.e., residential, commercial or industrial properties) that exhibits a lack of maintenance, livability, and appearance that does not promote the health, safety and general welfare of the community. Blight includes: abandoned or unsecured buildings and structures; abandoned construction projects; dilapidated, deteriorated buildings; broken or missing windows, doors, fencing, signs, retaining walls; defaced buildings; overgrown vegetation; trash and debris; unclean, unsanitary property; garbage bins left in public view; open storage; property that creates a dangerous condition (i.e., erosion controls); unstable soil conditions; parking and storage of trailers, campers, recreational vehicles, boats, unregistered, inoperative vehicles, appliances, furniture, etc. Note: Illegal dumping of items on the street and sidewalk is commonly reported to Code Enforcement Services of PBD, but it falls under the enforcement responsibility of the OPW and as such a referral is made to OPW.

Building Maintenance: Regulations controlling the use, occupancy, locations, and maintenance of all residential and non-residential buildings, structures, portions thereof and real property.

Zoning: Regulations related to compliance with use parameters under residential, commercial, and industrial zone designations that include, for example: fence height, business in residential areas, persistent noise, excessive signage or other unapproved activity.

Code Enforcement Statistics

The attached slide deck (***Attachment A***) provides data on Complaints and Inspections, Volume of Inspections, Enforcement Actions for Compliance and Abatement, and Fees Assessed for Quarters 1- 3 (Q1-3) of FY 2020-21.

Respectfully submitted,



WILLIAM A. GILCHRIST
Director, Planning and Building Department

For questions, please contact Cecilia Muela, Sr. Code Enforcement Inspector at 510-238-4778.

Attachment (1):

A: Quarterly Code Enforcement Report FY 2020-21 Quarters 1 - 3

Code Enforcement Summary Report For Quarters 1-3 (July 2020–March 2021) of Fiscal Year (FY) 2020-2021



City of Oakland
Planning and Building Department (PBD)



Contents

- I. Complaints and Inspections
- II. Volume of First Inspections
- III. Complaint Maps
- IV. Enforcement Actions
- V. Fees Assessed
- VI. Current Code Enforcement Initiatives
- VII. Additional Information



Complaints

Quarters 1 - 3

July 2020 – March 2021

Quarter	Blight	Building Maintenance	Zoning	Total
Q1	769	500	142	1,411
Q2	614	587	141	1,342
Q3	877	879	186	1,942



Inspections*

Quarter 1

July 2020 – September 2020

Type	Blighted Property	Building Maintenance	Zoning	Total
1 st Inspection	301	340	66	707
Follow-up/Monitoring Inspection	305	547	47	899
Total Inspections by Type	606	887	113	1,606

*These numbers reflect impacts to inspections due to the Shelter-in-Place Order as a result of the COVID-19 pandemic



Inspections*

Quarter 2

October 2020 – December 2020

Type	Blighted Property	Building Maintenance	Zoning	Total
1 st Inspection	296	330	64	690
Follow-up/Monitoring Inspection	263	492	45	800
Total Inspections by Type	559	822	109	1,490

*These numbers reflect impacts to inspections due to the Shelter-in-Place Order as a result of the COVID-19 pandemic



Inspections*

Quarter 3

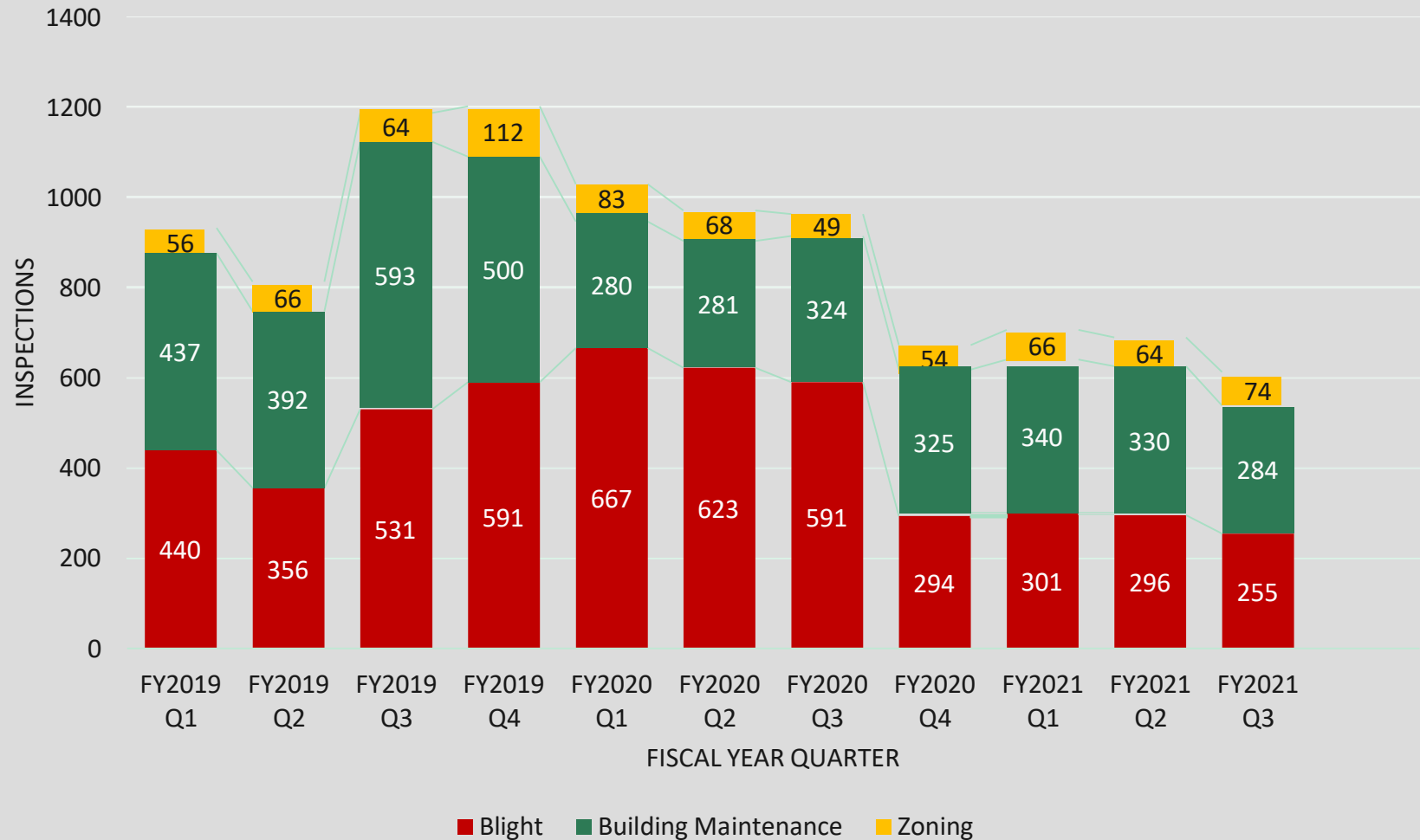
January – March 2021

Type	Blighted Property	Building Maintenance	Zoning	Total
1 st Inspection	255	284	74	613
Follow-up/Monitoring Inspection	334	455	45	834
Total Inspections by Type	589	739	119	1,447

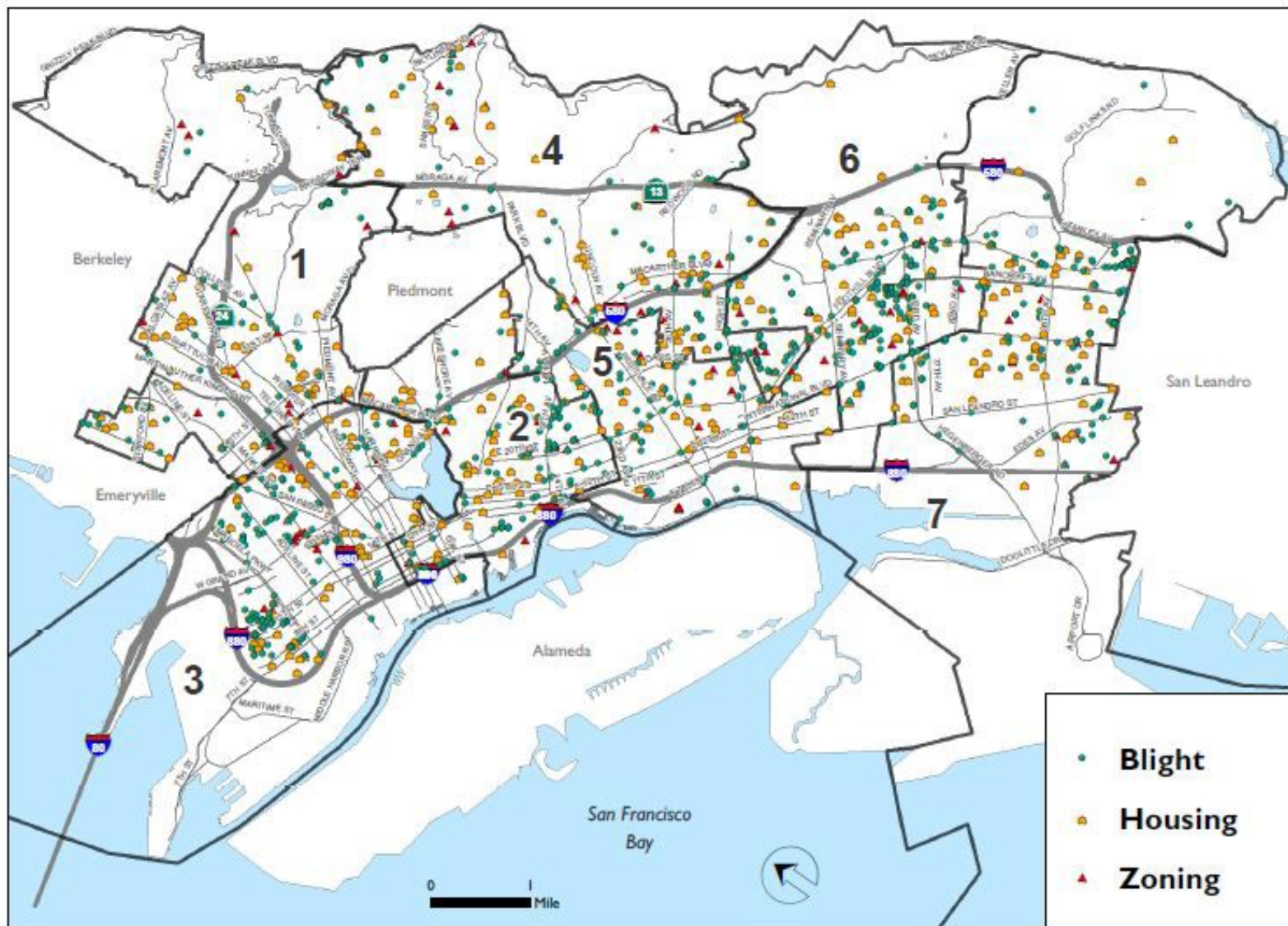
*These numbers reflect impacts to inspections due to the Shelter-in-Place Order as a result of the COVID-19 pandemic



Volume of 1st Inspections During FY 2019/20 - FY2020-21 Quarter 1 - 3

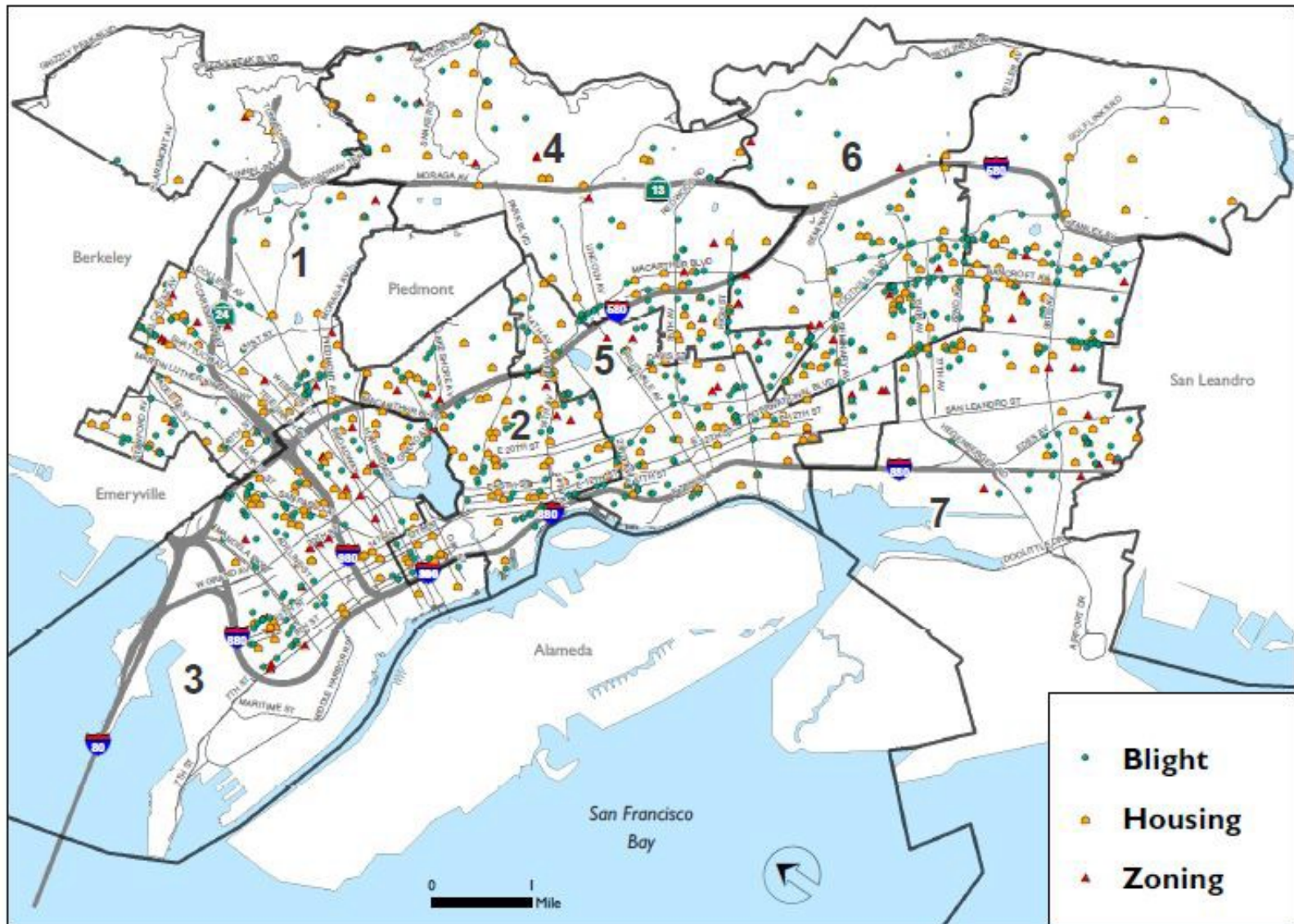


Quarter 1 - FY2020-21



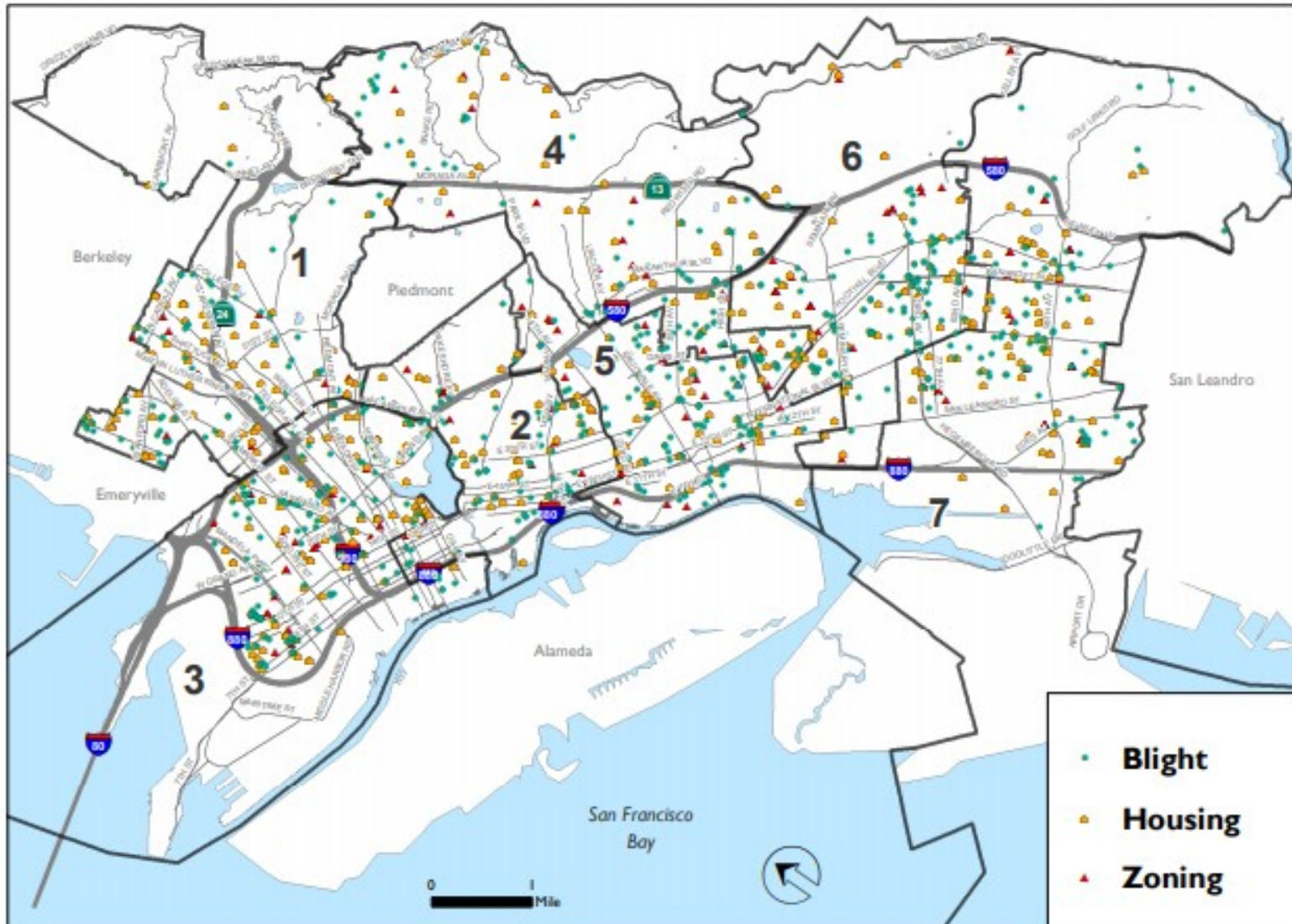
Code Enforcement Complaints July - Sept 2020

Quarter 2 – FY 2020-21



Code Enforcement Complaints Oct - Dec 2020

Quarter 3 – FY 2020-21



Code Enforcement Complaints Jan - March 2021

Enforcement Actions for Compliance or Abatement

Quarter	Clean-up Contract	Repeat Violators	Stop Work Order	Compliance Plan
Q1*	4	10	41	1
Q2**	1	5	75	2
Q3	1	6	94	1

*Clean-ups included the following addresses:

- 1451 103rd Ave, 2621 Wallace St, 2631 Wallace St, and 2633 Wallace St

**Clean-ups included the following addresses:

- 8215 MacArthur Blvd



Abated & Closed

FY 2020-21 Quarter 1 – 3

Quarter	Total
Q1	450
Q2	489
Q3	492
Total	1,431



Total Open Cases by Quarter*

Quarter	Open Cases - Previous Quarter	New Cases Current Quarter	Abated & Closed	Total Open Cases - End of Quarter
Q1: FY2020-21	5,004	1,411	450	5,965
Q2: FY2020-21	5,965	1,342	489	6,818
Q3: FY2020-21	6,818	1,942	492	8,268

*These numbers reflect impacts to inspections due to Shelter-In-Place orders as a result of COVID-19



Fees Assessed

Quarter	Cases Invoiced	Fees (Includes Bonds)	Bonds for Compliance Plan
Q1: FY2020-21	92	\$123,746.00	\$5,000.00
Q2: FY2020-21	306	\$89,563.00	\$9,000.00
Q3: FY2020-21	25	\$37,204.00	\$10,000.00



Current Code Enforcement Initiatives Underway



Operational Enhancements

- Accela has been streamlined to be user friendly for external and internal customers. The use of status types have been clarified for ease of reporting and use of the workflow tab for updating of case activity. In addition, these changes now make it easier for use of external customers as they search for which activities have taken place on a case: inspections, research, etc.
- During this reporting period, PBD has continued to interview for additional Enforcement Inspectors.



Additional Information

- Notice of Violations available to public at <https://aca.accela.com/OAKLAND/Cap/CapHome.aspx?module=Enforcement&TabName=Enforcement>
- Detailed source data reports to search by Council District are available at <https://www.oaklandca.gov/documents/city-of-oakland-quarterly-building-code-enforcement-reports>
- Key Performance Indicator Reports are available at <https://www.oaklandca.gov/documents/planning-and-building-department-key-performance-indicators>

