

Property Maintenance Hearing Boards

Informal and Formal

The Village of Newtown adopted the International Property Maintenance Code (IPMC) in May, 2005. Police Chief Tom Synan, Newtown Police Department (Lieutenant at the time of adopting the code) was instrumental in adopting the IPMC and developing the two hearing boards, "Informal & Formal", with the concern of having an impartial body involved. These boards are an independent group of volunteers in the community that would be the "middle men" in reviewing alleged violations to the property maintenance code by the Property Maintenance Inspector. The boards are made up of individuals from the community that expressed an interest to serve.

The function of the "Informal Board" is to review the evidence or facts presented to it by the Property Maintenance Inspector and determine whether there are violations to the Property Maintenance Code. Upon the Informal Board's decision, a "Notice of Violation" is sent to the property owner citing the code violated, along with a reasonable time frame to comply. Property owners are advised of their right to appeal the notice of violation and are given seven (7) days to do so; said appeal must be submitted in writing and received by the Village Fiscal Officer within seven (7) days.

The function of the "Formal Board" is to review the same information presented to the "Informal Board," as well as the time frame given to the property owner by the Village to comply. Likewise, other pertinent information is considered, such as the actual length of time the Village has tried to obtain compliance by the property owner and any contact with the property owner.

Upon determination by the Property Maintenance Inspector that compliance is not forthcoming; the "Formal Board" is convened. The "Formal Board," after reviewing the facts, would determine the next step to be taken by the Village concerning the violations at a given property. The next step would be to either send additional notices of violation or cite the property owner to Hamilton County Housing Court or Newtown Mayor's Court.