

City of Aurora Neighborhood Services

Hotel/Motel Systematic Inspection Program

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Malcolm Hankins

Director of Neighborhood Services

Purpose

- Establishes minimum standards for basic equipment and facilities for light, ventilation and heating, for safety from fire, for the use and location and amount of space for human occupancy, and for safe and sanitary maintenance;



Hotel/Motel Systematic Inspection Program

- Emphasize housing maintenance as a preventative measure to protect and enhance the value of Aurora's hotels and motels.
- Safeguard the life, limb, health and safety for all occupants.
- Defines the responsibilities of Managers/Owners/Occupants, to maintain the minimum housing standards.



Key Elements

- Right of Entry- May Enter at Reasonable Times
- Notification- 30 days Advance Notice
- Systematic- Ongoing Scheduled Inspections
- Re-inspections and Fees



Jurisdictional Authority & Referral

The Code Enforcement Officer may request assistance from or refer to other jurisdictions in order to address any health and safety hazards outside the scope of this program. The following agencies are just a few who may be referred to or given a referral:

- Building Division
- Fire Department
- Police Department
- Community Relations
- Social Services
- Animal Services
- Tri-County Health Department
- Community Development
- Tax & Licensing (Business License)
- Water Department



Hotel/Motel Inspections

Systematic Inspections are performed on a regular or periodic basis on a specified number of rooms or units in each Hotel/Motel complex, based upon the following:

1. Age of the property, buildings built prior to 1975.
2. Complaints received from occupants or residents of the property.
3. Size of the property.
4. The overall general condition of the property.
5. Complaints received and referred from other authorities.

For additional information, see Section 12.0 for Jurisdictional Authority and Referral.

Complaint-Based Inspections are initiated at the request of an occupant, resident, owner or manager, and usually address a specific issue(s).



Common Deficiencies

- Holes in walls and floor coverings
- Damaged windows and doors, missing hardware
- Missing window screens
- Plumbing leaks or improper plumbing materials
- Inoperable smoke detectors
- Electrical covers missing
- Illegal wiring
- Egress



Imminent Hazards (24 hour violations)

- Lack of emergency egress
- Blocked exists
- Fire hazards, bars on bedroom windows, deadbolts installed improperly, inoperable smoke detectors
- Exposed or unprotected electrical wiring
- Lack of heat (not meeting 70 degrees inside the unit)
- Broken windows, sharp / jagged edges
- Open plumbing
- No hot water



Reinspections

- Reinspections will be conducted on all violations that were found.
- Any new or additional deficiencies found during reinspection, which were not noted during the previous inspection, will be annotated and addressed separately.
- 2nd, 3rd and 4th reinspections will be given only ten (10) to fifteen (15) days unless an extension has been granted by the Supervisor.



Reinspection Fees

Administrative fees may be assessed against any hotel/motel property for reinspections. Fees will be assessed for the first reinspection after an Inspection Report has been issued.

Fees shall be assessed for all subsequent reinspection visits according to a fee schedule as specified in the City Code. (*See Appendix B – Reinspection Fees*)

Fees shall also be assessed whenever the owner or occupant:

- a) Fails to provide access to the property being inspected and return visits are necessary,
- b) Fails to provide access on dates and times scheduled, and/or
- c) Cancels an inspection visit without written notice of at least five working days prior to the scheduled inspection/reinspection.



Fee Schedule

- (1) **Initial** inspection - **NO CHARGE.**
- (2) **First** re-inspection visit - \$37.75 per unit
- (3) **Second** re-inspection visit - \$61.50 per unit
- (4) **Third** re-inspection visit - \$123 per unit
- (5) **Fourth** re-inspection visit - \$307 per unit



Remedies

- Upon the completion of each reinspection, when violations still exist, the Code Enforcement Officer shall decide if the scenario warrants an extension for another reinspection, a Summons to appear in Municipal Court, or vacating and/or placarding the structure.
- The Code Enforcement Officer may pursue one or more courses of action simultaneously.
- If the decision is made to pursue legal action, a Summons to appear in Municipal Court shall be issued to the Owner, Manager, Agent and/or all parties with responsibility for the maintenance of the building/dwelling unit.
- Cases which have received a Summons to Municipal Court will be referred to the City Attorney's Office for prosecution under the laws of the State of Colorado and the City of Aurora.



Court Proceeding

- If corrective action has not been completed within time specified or set forth on the notification, the Code Enforcement Officer may initiate a Summons and Complaint to the Municipal Court for prosecution.
- If convicted of violating any section of Chapter 22 of the Housing or Zoning Code, such offense is punishable by a fine of up to \$1,000.00 and/or a year imprisonment or both.



Positive Incentives

If the Code Enforcement Officer(s) completes an inspection and notes few or no violations, under the direction of their Supervisor, the Officer(s) may extend the interval of the next systematic inspection date from the current rotation to a longer period up to five (5) years. However, if a significant increase in tenant generated complaints is noted, this benefit may be revoked and regular or special inspections scheduled.



Questions

