



City of Racine Police Department  
**Policy and Procedure**

**Number: 1916**

Subject: <b>Nuisance Residential Rental Properties</b>		
Date Issued: <b>08-12-05</b>	Effective Date: <b>02-03-11</b>	Revision Number: <b>2</b>

**POLICY**

The Racine Police Department may take enforcement action against the owner(s) of residential rental property that meets the standards of a nuisance property under Ordinance 18-902(4).

**DEFINITIONS:**

**Excess Number of Police and Fire Calls:** Three or more calls in any 30 consecutive day period concerning nuisance activities to a residential rental property of ten (10) units or less, excluding medical assistance and ambulance calls. (For properties with 11 – 20 units, 6 or more calls should be considered excessive; for properties with 21 -30 units, 9 or more calls should be considered excessive; etc.)

**Nuisance Calls:** Calls that are excessive and annoying such as noise, alcohol, drugs, prostitution, gambling and other calls relating to public health, safety, peace, morals or welfare. The nuisance activity must be substantiated and occur on or about the premises, not in the street in front of the property.

**PROCEDURE:**  
**MEMBER:**

When an officer believes a residential rental property has had an excessive number of Police and Fire calls, submit a Supplementary Report to the Patrol Division Commander through the chain of command (COC), requesting a “notification” with:

1. A print out of the calls for service during the previous 30 days for the address.
2. Any pertinent information known to the officer concerning the address.

**SUPERVISOR:**

1. Upon receiving a request for “notification” verify the information and the required number of calls for service are present and forward to the Shift/Unit Commander.
2. Upon notification from the Deputy Chief of Patrol that there have been calls for service within the time period of the warning letter, direct appropriate personnel to issue a citation.

**SHIFT/UNIT  
COMMANDER:**

Evaluate requests forwarded to your attention.

1. If you approve, endorse the request and forward to the Patrol Division Commander via COC.
2. If not approved, explain why and return to the supervisor for more information.

**DEPUTY  
CHIEF OF  
PATROL:**

Upon receiving a request for “notification” of a nuisance residential rental property:

1. Determine whether a warning letter will be issued to the property owner/agent.
2. The warning letter shall specify a time frame for which the owner/agent has to produce a suitable written nuisance abatement plan.
  - a. Specify a length of time that the property will be monitored after the implementation of the plan to ensure its success.
  - b. Indicate in the letter that failure to take action will result in penalties as outlined in 18-903.
3. Send the warning letter via certified mail.
  - a. Forward a copy to Patrol Secretary.
  - b. Forward copies to the shift supervisors.
4. Upon notification from Patrol Secretary that there have been nuisance calls for service within the appropriate time period, forward the information to the appropriate shift, or COP officer if appropriate, for issuance of a citation.

**RECORDS:**

1. Provide a print out of calls for service to an address for the last 30 days, or the time period requested, to the requesting officer.
2. Provide a print out of calls for service to an address for the time period requested to Patrol Secretary.

**PATROL  
SECRETARY:**

Obtain a print out from Records of calls for service for addresses that have received a warning letter, at a minimum of once per calendar week.

1. Notify the Deputy Chief of Patrol of any nuisance calls.
2. Notify the Deputy Chief of Patrol when the time period of the warning letter expires.

**RELATED  
ORDINANCES:**

18-902(4)

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