

- 6:00 p.m. Call to Order.
- Pledge of Allegiance.
- Roll Call.
- Proclamations:
- A. Petitions and Statements of Citizens (3 mins. per speaker).
- B. Consent Agenda:
1. Approve the City Council Meeting Minutes of the:
 - a. Regular Meeting of August 13, 2024
 2. Approve the Accounts Payable Register of August 27, 2024, as presented.
 3. Award a contract to perform engineering services for the Meredith Street Reconstruction Project to Williams & Works, Walker, Michigan in the amount not to exceed \$306,377 and authorize the City Manager to execute all documents related to the contract on behalf of the city.
 4. Set a Special Meeting at 4:30 p.m. on October 8, 2024, to review Board and Commission appointments.
 5. Minutes of Boards & Commissions:
 - a. Zoning Board of Appeals of July 8, 2024.
 6. Materials Transmitted.
 7. Calendar of Meetings:
 - Historic District Commission: Wednesday, September 4 at 8:30 a.m. in Conference Room 1.
 - Human Services Board: Thursday, September 5 at 5:30 p.m. in Conference Room 1.
 - Planning Commission: Thursday, September 5 at 7:00 p.m. in the City Council Chambers.
 - Zoning Board of Appeals: Monday, September 9 at 7:00 p.m. in the City Council Chambers.
- C. Communications:
- D. Public Hearings:
- E. Regular Business Agenda:
1. Meet in Closed Session immediately following the regularly scheduled City Council Meeting of Tuesday, August 27, 2024, pursuant to MCL 15.268 Sec. 8(d).
- F. Unfinished Business:
1. Approve the ordinance to adopt the 2021 International Property Maintenance Code.
- G. Council Committee Reports:
- H. New Business:
- I. Statements of City Council and City Manager.
- Adjournment.

CITY COUNCIL MEETING MINUTES FROM AUGUST 13, 2024

CALL TO ORDER: Mayor Patricia Randall called the Regular Meeting to order at 06:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Nicole Miller, Jim Pearson, Patricia Randall, Terry Urban, Jihan Young, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: Councilmember Vic Ledbetter.

ALSO PRESENT: City Manager Pat McGinnis, Chief Development Officer Peter Dame, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

MOMENT OF SILENCE.: At the request of Mayor Randall, the audience observed a moment of silence to reflect on celebrating the centenarians in the community and the wisdom they bring.

PLEDGE OF ALLEGIANCE: Following the moment of silence, the City Council recited the Pledge of Allegiance.

PETITIONS AND STATEMENTS OF CITIZENS:

1. Alan Loveridge (23965 88th Avenue, Marcellus) offered various traffic safety improvement suggestions.
2. Mary Wieplowski (8836 East Shore Drive) asked for additional discussion regarding Item B.3 as it pertained to safety concerns regarding the proposed East Shore Drive trail. She also asked the Council to reconsider the Rules of Order and Procedure under Item F.1, urging that citizens be given the ability to remove items from the Consent Agenda.
3. Richard Nellums (9240 East Shore Drive) applauded the amount of work put into the Master Plan updates by the Planning Commission and noted two major themes in the Plan: increased housing development and expansion and preservation of parks and natural areas. He urged the Council to identify and track increasing housing development while conserving the natural environment.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any would like an item removed from the Consent Agenda. Councilmember Miller removed Item B.3 (Austin Lake Trail Project Engineering Services).

Motion by Pearson, seconded by Young, to approve the Consent Agenda as amended. Upon a roll call vote, motion carried 6 to 0.

Approval of Minutes: Motion by Pearson, seconded by Young, to approve the City Council Meeting Minutes of the Regular Meeting of July 23, 2024. Upon a roll call vote, motion carried 6 to 0.

Accounts Payable Register: Motion by Pearson, seconded by Young, to approve the Accounts Payable Register of August 13, 2024, as presented. Upon a roll call vote, motion carried 6 to 0.

Legal Representation for PFAS Litigation: Motion by Pearson, seconded by Young, to appoint Stag Luizza, LLC (through attorney Michael Stag) and Foster, Swift, Collins & Smith, PC (through attorney Michael Homier) to represent the City of Portage for purposes of PFAS litigation and

settlement and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Calendar of Meetings: Motion by Pearson, seconded by Young, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 6 to 0.

PUBLIC HEARINGS:

Tentative Plan Amendment for Planned Development at 8150 Creekside Drive: At the invitation of the Mayor, Chief Development Officer (CDO) Dame provided a brief summary regarding of the Planned Development for the residential housing project at 8150 Creekside Drive and the changes entailed in the proposed amendment to the Tentative Plan.

Councilmember Urban inquired about the City Administration's long-term plan for the management of the property as a development of rental homes with private streets. CDO Dame noted the zoning approval did not include the nature of the housing and ownership structure, only the use of the property. Councilmember Urban then asked about the city's future ability to convert the private streets to public streets. CDO Dame responded that it would be possible.

Mayor Pro Tem Pearson, noting the recent traffic fatality in the area, asked about the potential of increased traffic along West Centre Avenue with the additional housing proposed with the development. CDO Dame responded that a traffic study was included as part of the proposal and introduced Traffic Engineer Muhammad Arif to elaborate. Mr. Arif explained that the existing traffic is negligible and the proposed additional traffic amounts were not anticipated to create an undue influx. Mayor Pro Tem Pearson further inquired about the potential for adding a new traffic signal. Mr. Arif relayed that warrants did not justify the installation of a traffic signal, but the data would be reviewed again in two years.

Mayor Randall noted the addition of the adjacent River Caddis development and inquired whether the traffic studies accounted for future potential traffic increases. Mr. Arif responded, explaining the planning process and relaying that scenario generation was included as an aspect in the planning.

Councilmember Young asked Mr. Arif how the city determines the scheduling of traffic studies. Mr. Arif responded that a warrant analysis could be performed at any time while highlighting the recent fatality and the need for three correctable crash aspects in one year to justify the installation of a signal. City Manager McGinnis confirmed that the City Administration had begun reviewing the area's traffic patterns in light of the recent fatality and Councilmember concerns from the July 27 meeting.

Councilmember Miller asked whether the River Caddis development traffic statistics were included in the recent traffic study for the current Creekside Drive project. Mr. Arif responded that the current study had not and explained the parameters.

Councilmember Urban asked for clarification regarding Mr. Arif's two-year time frame, relating to a planned city road improvement. Mr. Arif confirmed that planned road projects, especially those utilizing additional state or federal funds, required a traffic study before commencing. Councilmember Urban noted that the Council could adjust the time frame for the proposed realistic change in the area.

Mayor Randall invited Mike West, the representative for Redevelopment Ventures/Allen Edwin Homes, to clarify the addition to the city's tax base and rental amounts, noting recent rumors regarding a petition in opposition. Mr. West began by thanking the City Administration for its assistance in launching the project. He had yet to hear any opposition to the project until recently, highlighting the revision to the proposal from the original StoryPoint senior housing facility to workforce rental housing. Mr. West provided the projected monthly rents and tax generation. There was additional discussion regarding property maintenance and ownership.

Councilmember Urban asked why the second entrance to the development was not proposed

as fully open. Mr. West responded that there was a goal to separate adjacent industrial properties from the housing while improving access beyond the current single entry on West Centre Avenue.

Mayor Randall opened the public hearing at 6:44 PM.

1. Peter Burtis (8246 Brookcrest Drive) spoke via phone in opposition to the proposed development. He expressed concern about bringing additional rental housing to the city as a barrier for home ownership.

At the invitation of the Mayor, City Manager McGinnis asked the City Attorney to opine regarding the city's ability to limit the type of ownership. Attorney Kaufman confirmed the law did not permit municipalities to set such limitations.

Mayor Pro Tem Pearson asked Mr. West about Allen Edwin's marketing and the prevalence of these developments nationally. Mr. West confirmed Allen Edwin's main focus was retail homes with 80 percent of its income as retail, except the national change in housing trends and increased desire for rental homes has forced the company to adjust to the changing market.

Councilmember Young asked Mr. West to justify the quoted rental rate in light of Allen Edwin's description of the development as workforce housing. She expressed concern regarding financial feasibility and encouraged Allen Edwin to reconsider a lower price point. Mr. West confirmed the quoted pricing was market rate and additional discussion with the city would better achieve workforce housing thresholds.

Councilmember Burns highlighted the contrast between the desire for homeownership and the current elevated cost of homes and mortgage rates.

Mayor Pro Tem Pearson related his observed trend with younger professionals as more transient and fluid with employment, ideal for temporary housing styles.

Motion by Young, seconded by Urban, to close the public hearing. Upon a voice vote, motion carried 6 to 0.

Seeing no additional discussion, motion by Burns, seconded by Young, to approve the Tentative Plan Amendment to amend the previously approved Tentative Plan of a Planned Development for a residential housing project at 8150 Creekside Drive. Upon a roll call vote, motion carried 6 to 0.

REGULAR BUSINESS AGENDA:

Contract for Engineering Services for the Austin Lake Trail Project - Proposal Tabulation:

Councilmember Miller explained that she had removed the item from the Consent Agenda with questions regarding the trail's path and user safety as part of the engineering for the Austin Lake Trail Project.

At the request of the Mayor, City Manager McGinnis discussed the City Administration's development of the trail's current route. He noted the firm's main focus would be ensuring user safety, especially in light of the route changing from using the majority of the old railroad bed to following East Shore Drive in some locations.

Parks and Recreation Director Kathleen Hoyle confirmed the city's prior efforts to acquire part of Pfizer's property adjacent to East Shore Drive containing the former railway bed for the trail, but Pfizer is unwilling to bisect and sell it. She relayed that the city had been able to buy 135 feet of land adjacent to East Shore Drive for the trail and would address both the Michigan Department of Transportation (MDOT) and the American Association of State Highway and Transportation Officials (AASHTO) design requirements as part of the updated design. Mayor Randall had Director Hoyle clarify the public's ability for review and input prior to construction.

Mayor Pro Tem Pearson asked Director Hoyle for clarification regarding the city's intended use of the railroad bed and the trail's width. Director Hoyle confirmed that the city would utilize the railroad bed where possible and the width would be sufficient to meet ten feet across.

Motion by Miller, seconded by Young, to award a contract in the amount of \$378,595 to Eng., Inc. of Grand Rapids MI, for Professional Engineering Services for the Austin Lake Trail Project, and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

UNFINISHED BUSINESS:

Review of Rules and Order and Procedure: At the request of the Mayor, City Manager McGinnis highlighted the revisions adopted by the City Council six months prior and the notation to review the changes after six months of use. He relayed that there were no issues identified by staff regarding the meeting changes, with ample opportunity remaining for input and feedback.

Councilmember Miller asked how new residents would learn how to find additional agenda information. Mayor Randall encouraged attendance at City Council meetings, contacting either city staff or members of Council, who are advertised on the city website and the monthly *Portager* newsletter.

Councilmember Young noted that the changes previously made to the City Council Rules of Order and Procedure brought the process for Portage in line with the processes of other municipalities.

At the invitation of the Mayor, City Attorney Kaufman responded to the earlier request during Citizen Comments to allow public removal of Consent Agenda items and confirmed that she serves approximately 30 to 40 other municipalities that do not feature that ability.

Motion by Burns, seconded by Pearson, to take no action related to the City Council Rules of Order and Procedure. Upon a roll call vote, motion carried 6 to 0.

Resolution to Vacate Public ROW - Woodland Elementary School Drive: City Manager McGinnis relayed that Portage Public Schools had requested the city vacate historically-owned city property from the right-of-way adjacent to Woodland Elementary. He noted that the request was received as part of the school district's rebuilding of Woodland Elementary in an effort to streamline the district's ownership of the entire property. City Manager McGinnis closed by stating that this meeting entailed the second reading of the vacation and met the necessary legal requirements.

Motion by Burns, seconded by Young, to vacate the Woodland Elementary Drive right-of-way. Upon a roll call vote, motion carried 6 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Burns provided an update regarding a recent tour of the City of Kalamazoo Wastewater Treatment Facility by fellow members of the Utility Rate Study Committee, including Councilmembers Miller and Ledbetter, as well as citizen member Pat Maye, City Manager McGinnis, and Transportation & Utilities Director Kendra Gwin. He noted the stringent regulations of the wastewater industry and highlighted the significant cost increases from prior years, mostly related to supporting landfill wastewater treatment.

Councilmember Burns then provided an update regarding the Kalamazoo County Transportation Authority Board of Directors, noting the Board had received a presentation on the upcoming year's budget.

Councilmember Young provided an update regarding the Small Business Committee that had recently hosted a Small Business Townhall event in conjunction with Discover Kalamazoo on August 6th. She then relayed the Committee's efforts to begin developing a "Portage Business Directory".

Motion by Urban, seconded by Miller, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 6 to 0.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Young provided a beginning-of-the-school-year update, as well as a mention of the upcoming centenarian luncheon. She closed by thanking the City Clerk's Office for the recent election efforts.

Councilmember Burns also thanked staff and election workers for their efforts, noting he had utilized Early Voting, which he praised.

Councilmember Urban also relayed he had utilized Early Voting at the Portage location and was pleased with its efficiency.

Councilmember Miller provided a reminder of the upcoming 40th annual Portage Community Center's "Peacock Strut" run on September 14th, noting she planned to participate.

City Manager McGinnis relayed an update regarding the City Administration's efforts to appeal the FEMA denial of the city's Disaster Relief Request. He highlighted the goal of the FEMA request that focuses on reimbursing those affected by the tornado.

Mayor Pro Tem Pearson provided an update regarding the Public Works Department's efforts in collecting 63,000 cubic yards of brush in just this year.

Mayor Randall also highlighted the Centenarian Luncheon, as well as the Pig Out at Public Safety Event, both events occurring during the week.

ADJOURNMENT: Mayor Randall adjourned the meeting at 7:33 PM.

Erica L. Eklov, City Clerk

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approve the Accounts Payable Register of August 27, 2024, as presented.

The City Council reviews and approves the bi-weekly Accounts Payable Register which includes automated clearing house payments, paper checks, auto-pay payments, electronic payments and credit card payments. The attached Accounts Payable Register covers the period August 4, 2024, through August 17, 2024, and notes \$1,077,179.56 in automated clearing house payments, \$1,329,826.76 in paper checks, \$253,249.54 in auto-pay payments, \$4,960,754.70 in electronic payments, and \$15,185.72 in credit card payments (July), for a grand total of \$7,636,196.28.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of August 27, 2024

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 1 of 10

Check Type: ACH Transaction

Check Date	Check	Vendor Name	Description	Amount
08/09/2024	22151(A)	BAUCKHAM, THALL, SEEBER, KAUFMAN	ATTORNEY FEES AUGUST 2024	19,750.38
08/09/2024	22152(A)	EKLOV, ERICA	REIMB-IIMC WORK-LIFE BALANCE SEMINAR REG	120.00
08/09/2024	22153(A)	GARLOW, BARBARA	REIMB-WATER/MINTS LOBBY & MP ROOM	17.46
08/09/2024	22154(A)	KUSHNER & COMPANY, INC.	COBRA AND FSA ADMINISTRATION	260.12
08/09/2024	22155(A)	OPENGOV, INC	OPENGOV RENEWAL	38,587.50
08/09/2024	22156(A)	STOUT, MELISSA JOY	PZSC FITNESS INSTRUCTOR CHAIR YOGA, BARR	600.00
08/16/2024	22157(A)	13 COOKIES LLC	SNAP REIMBURSEMENT	7.00
08/16/2024	22158(A)	ADP, INC.	WORKFORCE NOW	7,708.80
08/16/2024	22159(A)	ALRO STEEL CORPORATION	FABRICATION SUPPLIES	1,671.07
08/16/2024	22160(A)	AMAZON.COM SALES, INC.	FIRE OPS/SUP-FD; FITNESS SUP, GPS NAV-PZSC	5,223.14
08/16/2024	22161(A)	VOID		0.00
08/16/2024	22162(A)	AMERICAN ARBOR LLC	TORNADO-TREE CLEANUP, TREE REMOVAL	25,940.00
08/16/2024	22163(A)	AMERICAN SAFETY & FIRST AID	FIRST AID SUPPLIES	197.04
08/16/2024	22164(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	1,081.00
08/16/2024	22165(A)	BAKER, STACEY	REIMB-SHRM ANNUAL MEMBERSHIP	264.00
08/16/2024	22166(A)	BARRETT, KIMBERLY	PZSC ART INSTRUCTOR CERAMICS	520.00
08/16/2024	22167(A)	BENNETT, THOMAS L	SNAP REIMBURSEMENT	8.00
08/16/2024	22168(A)	BEST WAY DISPOSAL, INC.	CURBSIDE RECYCLING PROGRAM	63,408.96
08/16/2024	22169(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	186,202.93
08/16/2024	22170(A)	BROWNELL'S INCORPORATED	MISC POLICE SUPPLIES	155.75
08/16/2024	22171(A)	C D W GOVERNMENT, INC.	SURFACE PRO, MONITOR, SCANNER	1,689.79
08/16/2024	22172(A)	CARLETON EQUIPMENT CO.	TORNADO/STORM - RENTAL LOADER, BOBCAT	6,353.87
08/16/2024	22173(A)	COMPLETE LANDSCAPING SOLUTIONS	CONTRACT LAWN MOWING SVCS	1,275.00
08/16/2024	22174(A)	COX, ELISA ROSE	PZSC FITNESS INSTRUCTOR ORIENTATION	210.00
08/16/2024	22175(A)	CROWN TROPHY	NAME PLATES TAGS NEW EMPLOYEE	50.00
08/16/2024	22176(A)	DEER CONTRACTING & LANDSCAPE	TORNADO - SIDEWALK REPAIRS, RET BASIN	10,710.00
08/16/2024	22177(A)	DEPATIE FLUID POWER CO., INC.	HYDRAULIC REPAIRS	405.16
08/16/2024	22178(A)	EARLE, SHELIA L	PZSC FITNESS INSTRUCTOR CHAIR YOGA, BARR	1,085.00
08/16/2024	22179(A)	EKLOV, ERICA	REIMB-OFFICE SUP, ELEC STAFF LUNCH	146.91
08/16/2024	22180(A)	ELECTION SYSTEMS & SOFTWARE, INC.	ACCESSIBLE BALLOTS	104.64
08/16/2024	22181(A)	ESCAPE FIRE & SAFETY SERVICES, INC.	SPREADER CART BUILD	2,287.28
08/16/2024	22182(A)	ETNA SUPPLY, INC.	PARKS SUPPLIES	73.69

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 2 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	22183(A)	FERRELLGAS, LP	PROPANE FOR GENERATOR	685.67
08/16/2024	22184(A)	FULL CIRCLE FARM	REIMBURSEMENT FOR SNAP, DOUBLE UP FOOD	52.00
08/16/2024	22185(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SERVICES	209.00
08/16/2024	22186(A)	HALLBERG, JONATHON	PER DIEM-MEDA ANNUAL MEETING	154.50
08/16/2024	22187(A)	HOFFMAN BROTHERS, INC.	RAMONA PARK PLAT STREET RECONSTRUCTION	210,414.85
08/16/2024	22188(A)	HOUSEAL LAVIGNE ASSOCIATES, LLC	PROFESSIONAL SERVICES - MASTER PLAN	6,933.36
08/16/2024	22189(A)	HURLEY & STEWART, LLC	ENG SVCS-STORM DRAINAGE IMPROVEMENTS PRJ	54,361.37
08/16/2024	22190(A)	INDUSCO SUPPLY CO., INC.	JANITORIAL SUPPLIES	774.02
08/16/2024	22191(A)	INSIGHT PUBLIC SECTOR, INC.	PHONE ROUTER UPGRADE PRJ, TABLET DEVICES	15,651.75
08/16/2024	22192(A)	IP CONSULTING, INC.	PHONE ROUTER UPGRADE PRJ INSTALL	2,250.00
08/16/2024	22193(A)	IRISH AYRES ENTERPRISES, LLC	MOWING & TRIMMING SERVICES	8,473.63
08/16/2024	22194(A)	J & H OIL COMPANY	FUEL PURCHASES	25,401.65
08/16/2024	22195(A)	J & J LAWN SERVICE, INC.	UTILITY MOWING, TRIM & WEED CONTROL	12,089.00
08/16/2024	22196(A)	JB PRINTING	AUGUST PORTAGER	3,486.06
08/16/2024	22197(A)	KAL COUNTY FIRE CHIEFS ASSOC.	DUES & MEMBERSHIP FEE	25.00
08/16/2024	22198(A)	KALAMAZOO PICKLEBALL	SESSION 1 PICKLEBALL MANAGEMENT FEE	2,800.00
08/16/2024	22199(A)	KEHOE, EDWARD J	PZSC FITNESS TAI CHI, QIGONG, SEATED TAI	775.00
08/16/2024	22200(A)	KURZAVA, MATTHEW STEPHEN	PZSC FITNESS INSTRUCTOR TAI CHI & PARKINSONS	760.00
08/16/2024	22201(A)	LAWSON PRODUCTS, INC	REPAIR & MAINTENANCE SUPPLIES	180.89
08/16/2024	22202(A)	LRE	AUSTIN TRAIL SURVEY ALTA/TOPO	11,600.00
08/16/2024	22203(A)	MCLAUGHLIN, GARRETT	PZSC FITNESS INSTRUCTOR AGILE ADVANTAGE	160.00
08/16/2024	22204(A)	METRONET HOLDINGS LLC	INTERNET FIBER, CABLE ACCESS & PHONE SVCS	4,484.28
08/16/2024	22205(A)	MICHIGAN OFFICE ENVIRONMENTS	ADMIN OFFICE FURNITURE	8,216.64
08/16/2024	22206(A)	MOTOR PARTS AND EQUIPMENT CORP	EQUIP REPAIR & MAINTENANCE SUP	905.78
08/16/2024	22207(A)	MUNICIPAL EMERGENCY SERVICES INC	SCBA MAINTENANCE	1,727.29
08/16/2024	22208(A)	NYE UNIFORMS	MISC UNIFORMS	1,856.78
08/16/2024	22209(A)	O'BOYLE-COLWELL-BLALOCK & AS.	LAKEVIEW PARK A&E PHASE I & II	11,462.80
08/16/2024	22210(A)	O'REILLY AUTO PARTS	MISC AUTO SUPPLIES	662.29
08/16/2024	22211(A)	ONE WAY PRODUCTS	PARKS JANITORIAL SUPPLIES	3,034.16
08/16/2024	22212(A)	ONSTAFF GROUP SERVICES LLC	TEMPORARY EMPLOYEE SERVICES	3,095.10
08/16/2024	22213(A)	PERCEPTIVE CONTROLS, INC.	SCADA MAINTENANCE SERVICES	5,223.86
08/16/2024	22214(A)	PETERS CONSTRUCTION CO.	STORM STRUCTURE REPAIR	3,991.00
08/16/2024	22215(A)	PHILLIPS, KIMBERLY	REIMB EXPS-FUND RAISING CONF, SUP & FEES	392.04

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 3 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	22216(A)	PLASKO, PATRICIA MARIE	PZSC FITNESS INSTRUCTOR BEMOVED, YOGA	480.00
08/16/2024	22217(A)	PRECISION PRINTER SERVICES INC	PRINTER SUPPORT SERVICES	479.00
08/16/2024	22218(A)	PRINTING SERVICES INC	PRINTING SERVICES	807.25
08/16/2024	22219(A)	R W LAPINE INC.	VAV CONTROLLER ISSUE	630.00
08/16/2024	22220(A)	REPUBLIC SERVICES OF WEST MICHIGAN	WASTE SERVICES FOR CITY FACILITIES	2,029.78
08/16/2024	22221(A)	ROE-COMM, INC.	MISC RADIO SERVICES	4.99
08/16/2024	22222(A)	ROSE, SANDRA K.	PZSC FITNESS INSTRUCTOR CARDIO DRUMMING	300.00
08/16/2024	22223(A)	ROTO-ROOTER SEWER & DRAIN SERV	CLOGGED DRAIN REPAIR @ RAMONA PARK	237.95
08/16/2024	22224(A)	S B F ENTERPRISES, INC.	PRINT, PROCESS & MAIL WATER & SEWER BILLS	583.62
08/16/2024	22225(A)	STOUT, MELISSA JOY	PZSC FITNESS INSTRUCTOR CHAIR YOGA, BARR	400.00
08/16/2024	22226(A)	THIEL, AARON	REIMB-BREAKFAST ELECTION SATURDAY	15.56
08/16/2024	22227(A)	TMK WORLDWIDE, LLC	METER SERVICE	350.28
08/16/2024	22228(A)	UNITED PETROLEUM	MONITOR & SENSOR TESTING, PRINTER	3,596.33
08/16/2024	22229(A)	VEOLIA WATER CONTRACT OPERATIONS	UTILITY SYSTEM OPERATION, SYS CHEM, METERS	229,193.41
08/16/2024	22230(A)	WAYNE COUNTY APPRAISAL LLC	ASSESSING SERVICES	40,923.16
08/16/2024	22231(A)	WEST MICHIGAN INT'L LLC	REPAIR & MAINTENANCE SUPPLIES	37.95
08/16/2024	22232(A)	WEST MICHIGAN STAMP & SEAL, INC	FIRE OFFICE SUPPLIES	86.60
08/16/2024	22233(A)	WIGHTMAN	ENG SERVICES-MULT LOCS	18,289.42
08/16/2024	22234(A)	YOUNGS, KENNETH M	K-9 KENNELING SERVICES	330.00
Total ACH				1,077,179.56

Check Type: Paper

08/07/2024	328165	METRO BUILDING INSPECTORS' ASSOC.	MBIA TRANSITION REGISTRATION	80.00
08/09/2024	328166	BRINN, CHAUNCEY J.	CULINARY ACADEMY	250.00
08/09/2024	328167	CENTERS, NANCY	2024 SUMMER TAX REFUND DUE PRE CHANGE	1,311.90
08/09/2024	328168	EVENT PRODUCTION SERVICES OF MI LLC	RAMONA MOVIE PRODUCTION SERVICES	950.00
08/09/2024	328169	Q3 TECHNOLOGIES LLC	FIBER TERMINATED	154.60
08/09/2024	328170	REVITALIZE CHURCH	RAMONA PARKING VOUCHERS REFUND	80.00
08/12/2024	328171	CITY EMPLOYEE	REISSUE REJECTED DIRECT DEPOSIT	1,737.91
08/16/2024	328172	5TH DISTRICT COURT	BOND PAYMENT	100.00
08/16/2024	328173	7TH DISTRICT COURT	BOND PAYMENT	275.00
08/16/2024	328174	ADP SCREENING & SELECTION SERVICES	BACKGROUND SERVICES	107.97
08/16/2024	328175	AILES, CHAD	SCHRIER PARK BLD DEPOSIT REFUND	150.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 4 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	328176	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	1,124.00
08/16/2024	328177	ALLIED MECHANICAL SERVICE	HVAC SERVICES - MULT LOCS	1,996.62
08/16/2024	328178	ASCENSION BORGESS HOSPITAL	PHYSICAL EXAMS	610.00
08/16/2024	328179	AUKERMAN, TERRI	PZSC RENTAL SECURITY REFUND 7.30.24	250.00
08/16/2024	328180	BAILEY'S MEATS	SNAP REIMBURSEMENT	32.00
08/16/2024	328181	BALKEMA CONSTRUCTION, INC.	LAKEVIEW PH1 & LEXINGTON GR RECONSTRUCTION	217,061.87
08/16/2024	328182	BAY AREA TOUCHLESS CARWASH LLC	CAR WASHES	260.00
08/16/2024	328183	BONAMEGO, LOUIS	REIMBURSEMENT FOR SNAP & DOUBLE UP FOOD	200.00
08/16/2024	328184	BOUND TREE MEDICAL LLC	FIRE EMS SUPPLIES	451.32
08/16/2024	328185	BRAYSHER, ALAN	PZSC TRIP DEPARTMENT REFUND FOR 24.09.21	100.00
08/16/2024	328186	BRIK PLUMBING LLC	INSTALL WATER SVCS-PORTAGE RD/WILLOUGHBY	90,491.05
08/16/2024	328187	BRUSH, BENJAMIN	SNAP REIMBURSEMENT	78.00
08/16/2024	328188	CHILD CARE RESOURCES & REFERRAL	TRI-SHARE JULY	856.97
08/16/2024	328189	CITY OF KALAMAZOO TREASURER	WATER SERVICES	42.38
08/16/2024	328190	CITY OF PORTAGE	SPECIAL ASSESSMENTS - MULT LOCS	8,411.12
08/16/2024	328191	COLASANTI, CAITLYN	RAMONA PARKING VOUCHERS REFUND	275.00
08/16/2024	328192	CONSUMERS ENERGY	CONSENT AGREEMENT-SWA RELIEF STORM SEWER	35.00
08/16/2024	328193	CRASH DATA GROUP, INC.	CRASH DATA CDR UPGRADE	4,138.65
08/16/2024	328194	CULP, KAREN	PZSC TRIP DEPARTMENT REFUND FOR 24.07.24	100.00
08/16/2024	328195	DAME, PETER	REIMB EXPS-MML CONVENTION	942.43
08/16/2024	328196	DAVE'S CONCRETE PRODUCTS, INC.	LEXINGTON GREEN PK-CONCRETE & SONIC TUBES	1,190.80
08/16/2024	328197	DEARBORN LIFE INSURANCE COMPANY	LIFE, LTD, AND STD INSURANCE	34,290.91
08/16/2024	328198	DEVON TITLE AGENCY	OVERPAYMENT OF FINAL UTILITY BILL	30.98
08/16/2024	328199	DOOLEY, MEGAN	AUG FATF MUSICIAN	200.00
08/16/2024	328200	DORRANCE FORD INC	VEHICLE AC REPAIR	402.75
08/16/2024	328201	DRIESEN & ASSOCIATES INC	STATION 3 RAMP PROJECT	1,251.25
08/16/2024	328202	ECKERT WORDELL LLC	2024 CITY-WIDE BUILDING CONDITION ASSESS	2,011.25
08/16/2024	328203	EDWARDS INDUSTRIAL SALES, INC.	FLEET REPAIR/MAINTENANCE	150.88
08/16/2024	328204	EMERGENCY VEHICLE PRODUCTS	FIRE APPARATUS MAINT, POL VEH NEW BUILD	12,189.65
08/16/2024	328205	EVENT PRODUCTION SERVICES OF MI LLC	JULY AUGUST MOVIE RENTALS	1,350.00
08/16/2024	328206	FAUPEL, MARY	PZSC TRIP DEPARTMENT REFUND	50.00
08/16/2024	328207	FIORE, KRISTIN	SUP YOGA CLASS INSTRUCTOR FEE	450.00
08/16/2024	328208	FROHM & WIDMER, INC.	PROFESSIONAL SERVICES-APPRAISAL REPORT	7,000.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 5 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	328209	FUN SERVICES	MONSTER MASH GAMES AND PRIZES	1,557.50
08/16/2024	328210	GALLS PARENT HOLDINGS, LLC	FIRE UNIFORMS	511.71
08/16/2024	328211	GORDON FOOD SERVICE	RAMONA CONCESSION SUPPLIES	1,655.46
08/16/2024	328212	GROTHAUSE, DAVID	SNAP REIMBURSEMENT	15.00
08/16/2024	328213	H & H PROPERTY MAINTENANCE, LLC	STORM/JUNE - LEAD TRAILER RENTALS	40,610.00
08/16/2024	328214	HAFFENDEN, JOAN	PZSC TRIP DEPARTMENT REFUND FOR 24.06.17	1,058.61
08/16/2024	328215	HALLAHAN & ASSOCIATES, P.C.	ASSESSING LEGAL SERVICES	1,731.58
08/16/2024	328216	HASAN, BARBARA	PZSC TRIP DEPARTMENT REFUND FOR 24.06.24	1,069.84
08/16/2024	328217	HESSE, JEAN	SCHRIER PARK BLD DEPOSIT REFUND	150.00
08/16/2024	328218	HOME DEPOT	REPAIR & MAINTENANCE SUP	1,227.19
08/16/2024	328219	VOID		0.00
08/16/2024	328220	J & J LOCKSMITHS	DOOR HANDLE REPL/REPAIRS-MULT LOCS	2,094.00
08/16/2024	328221	JEPSEN, CARRIE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
08/16/2024	328222	KALAMAZOO COUNTY DRAIN COMMISSIONER	AUSTIN LAKE CONSOLIDATED ENGINEERING	1,472.50
08/16/2024	328223	KALAMAZOO COUNTY HEALTH & COMMUNITY	HAZARDOUS WASTE DISPOSAL	28.33
08/16/2024	328224	KALAMAZOO COUNTY TREASURER	COLONIAL ACRES JULY 2024 MOBILE HOME TAX	260.00
08/16/2024	328225	KALAMAZOO COUNTY TREASURER	ASSESSOR PRE CHANGES FOR PRIOR YEARS	817.31
08/16/2024	328226	KALAMAZOO FIRST ASSEMBLY OF GOD	PRECINCTS RENTAL	200.00
08/16/2024	328227	KALAMAZOO LANDSCAPE SUPPLIES	TREE PLANTING - WOODEN STAKES	90.00
08/16/2024	328228	KALAMAZOO VALLEY COMMUNITY COL	TUITION - CAREER ACADEMY-POL ACADEMY	8,300.00
08/16/2024	328229	KALBLUE GROUP, INC	BANNER PRINTING SVCS	798.65
08/16/2024	328230	KIESER & ASSOCIATES, LLC	COMPOST SITE - ANNUAL WELL TESTING	6,526.00
08/16/2024	328231	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTER LEASE PAYMENT, PRINTER MAINT	785.68
08/16/2024	328232	KZOO TIRE COMPANY	POLICE VEHICLE REPAIR/MAINTENANCE	68.40
08/16/2024	328233	LARAQUE, DENISE	FARMERS MARKET MUSIC PERFORMANCE	100.00
08/16/2024	328234	LBK MANAGEMENT LLC	AUGUST 29 SUMMER CONCERT DEPOSIT	1,750.00
08/16/2024	328235	LEXISNEXIS RISK DATA MANAGEMENT INC	DORS REPORTING, ACCURINT	1,235.00
08/16/2024	328236	LORD OF LIFE LUTHERAN CHURCH	PRECINCTS RENTAL	200.00
08/16/2024	328237	LYSTER EXTERIORS	EMER KALCO TORNADO - REPL STORM DOORS	2,650.00
08/16/2024	328238	M M R M A	INSURANCE PREMIUM	285,830.00
08/16/2024	328239	MCDONALD'S TOWING & RESCUE, INC.	POLICE TOWING SERVICES	205.00
08/16/2024	328240	MEDLER ELECTRIC COMPANY	LEXINGTON GREEN PK ELEC CONDUIT, SUPPLIES	6,337.90
08/16/2024	328241	MENARDS	REPAIR & MAINTENANCE SUP	39.90

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 6 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	328242	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR & MAINT	1,462.87
08/16/2024	328243	MICHIGAN ASSOC. OF SENIOR CENTERS	PZSC MASC DUES	75.00
08/16/2024	328244	MICHIGAN CRISIS RESPONSE ASSOC.	MICH CRISIS RESPONSE ASSOC CONF REG	435.00
08/16/2024	328245	MICHIGAN FIRE INSPECTORS SOCIETY	MFIS FALL CONFERENCE REG	1,425.00
08/16/2024	328246	MICHIGAN STATE FIREMANS ASSOC.	FIRE TRAINING BOOK	140.63
08/16/2024	328247	MIDDLE ATLANTIC-GREAT LAKES ORGANIZ	ANNUAL USER FEES	400.00
08/16/2024	328248	MILIADI, ANASTASIA	PZSC PRESENTER TEA PARTY	500.00
08/16/2024	328249	MLIVE MEDIA GROUP	JULY LEGAL NOTICES	1,869.59
08/16/2024	328250	MOORLAG, JOSIE LIN	YOGA 4 LIFE MANAGEMENT FEE	330.40
08/16/2024	328251	MOVATIC, INC.	BIKE SHARE LICENSING	1,440.00
08/16/2024	328252	MULHEARN, MICHAEL	PZSC PROGRAM REFUND	40.00
08/16/2024	328253	NEXGEN CONSTRUCTION, LLC	EAST CENTRAL TRAIL CONSTRUCTION	67,068.00
08/16/2024	328254	NORRIS, MEGAN	STUART MANOR DEPOSIT REFUND	150.00
08/16/2024	328255	OFFICE DEPOT, INC.	OFFICE SUPPLIES	837.25
08/16/2024	328256	ON DUTY GEAR, LLC	BALLISTIC VESTS, CARRIERS & MISC SUP	2,985.00
08/16/2024	328257	PARK, MEGAN	PZSC CENTENARIAN LUNCH	300.00
08/16/2024	328258	PATHFINDER CHURCH	PRECINCT RENTAL	100.00
08/16/2024	328259	PETERMAN CONCRETE CO.	CONCRETE FOR FOUNDATIONS	169.81
08/16/2024	328260	PETTY CASH-ANTONIA ALEMAN	REPLENISHMENT CHECK	389.80
08/16/2024	328261	PETTY CASH-DANA FAIR	REPLENISHMENT CHECK	536.28
08/16/2024	328262	PIEPER, MONTANA	STUART MANOR DEPOSIT REFUND	150.00
08/16/2024	328263	PNC EQUIPMENT FINANCE	PIERCE IMPEL PUMPER FIRE APPARATUS LEASE	212,547.08
08/16/2024	328264	PORTAGE CHAPEL HILL UMC	PRECINCTS RENTAL	200.00
08/16/2024	328265	PORTAGE GLASS & MIRROR	GLASS REPAIR	611.50
08/16/2024	328266	PORTAGE PROFESSIONAL FIREFIGHTERS	FIRE UNIFORMS	1,188.00
08/16/2024	328267	PRAIRIE EDGE CHRISTIAN REFORMED CHU	PRECINCTS RENTAL	200.00
08/16/2024	328268	PRINCE OF PEACE LUTHERAN CHURCH	PRECINCTS RENTAL	200.00
08/16/2024	328269	Q3 TECHNOLOGIES LLC	MISS DIG TICKET	158.00
08/16/2024	328270	RATHCO SAFETY SUPPLY, INC.	ROAD SIGNS	2,652.25
08/16/2024	328271	RENEWED EARTH, INC.	COMPOST SITE MANAGEMENT	8,166.66
08/16/2024	328272	RESIDENTIAL OPPORTUNITIES INC.	SCHRIER PARK BLD DEPOSIT REFUND	150.00
08/16/2024	328273	ROSS, BARRY	PZSC CENTENARIAN BRUNCH PRESENTER	200.00
08/16/2024	328274	ROSS, CHRIS	AUG FATF MUSICIAN	200.00

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 7 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	328275	S & T LAWN SERVICE	STORM/JUNE - LEAD TRAILER RENTALS	46,035.00
08/16/2024	328276	SAFETY COMPANY, LLC	RODDER HEAD REPAIR	585.45
08/16/2024	328277	SAFETY COMPANY, LLC	REPAIR/MAINTENANCE SUPPLIES	211.46
08/16/2024	328278	SAMUELS, JESSICA	RAMONA PARKING VOUCHERS REFUND	20.00
08/16/2024	328279	SCHUPAN & SONS, INC.	PARTS FOR PORTABLE GENERATORS	416.80
08/16/2024	328280	SCOTT, DANA MARIE	FARMERS MARKET MUSIC PERFORMANCE	100.00
08/16/2024	328281	SENIOR SERVICES, INC.	PZSC ADVERTISEMENT	1,690.00
08/16/2024	328282	SITEONE LANDSCAPE SUPPLY LLC	PARKS IRRIGATION REPAIR SUPPLIES-	54.91
08/16/2024	328283	SMART SOURCE, LLC	MAIL BAGS	378.05
08/16/2024	328284	SMITH, KIMBERLY	REIMBURSEMENT FOR IRRIGATION DAMAGES	1,000.00
08/16/2024	328285	SOLITUDE LAKE MANAGEMENT, LLC	AUSTIN LAKE HERBICIDE APPLICATIONS	25,586.50
08/16/2024	328286	SPARTAN DISTRIBUTORS INC.	REPAIR & MAINTENANCE SUP	464.56
08/16/2024	328287	SPIRIT SHOPPE, INC.	FIRE UNIFORMS	4,652.00
08/16/2024	328288	SPROUL, ANTHONY RICHARD	PZSC BAND PERFORMER	600.00
08/16/2024	328289	STALKER RADAR	RADAR UNIT REPAIRS	272.50
08/16/2024	328290	STATE OF MICHIGAN	SOR REGISTRATION	30.00
08/16/2024	328291	STATE OF MICHIGAN (DOT)	PORTAGE ROAD CONST - ROMENCE TO FAIRFIELD	54,947.79
08/16/2024	328292	STATE SYSTEMS RADIO, INC	RADIO SERVICES FEES	561.00
08/16/2024	328293	STEENSMA LAWN & POWER EQUIPMENT	TRIMMERS & KOMBI UNIT	2,347.69
08/16/2024	328294	STEK, STANLEY J.	AUSTIN LAKE TRAIL LEGAL SERVICES	5,810.00
08/16/2024	328295	STEVENS, SARAH	PZSC TRIP REFUND FOR 24.06.17	1,058.61
08/16/2024	328296	STONEGATE MANAGEMENT, INC.	PRECINCT RENTAL	100.00
08/16/2024	328297	SWANK MOTION PICTURES, INC.	MOVIE LICENSES-SUMMER PARK EVENTS	900.00
08/16/2024	328298	SWOPE, PAUL	PZSC TRAVEL REFUND 24.08.15	220.00
08/16/2024	328299	T-MOBILE USA INC	MISC CELL PHONE CHARGES	3,321.88
08/16/2024	328300	TAPLIN GROUP, LLC	WATER SERVICE MATERIALS INVENTORY	86,408.33
08/16/2024	328301	THE BRIDGE	PRECINCT RENTALS	200.00
08/16/2024	328302	TIEFENBACH, WILLIAM	PZSC TRIP DEPARTMENT REFUND FOR 24.08.22	145.00
08/16/2024	328303	TITLE RESOURCE AGENCY	2024 SUMMER TAX REFUND DUE	1,159.38
08/16/2024	328304	TRUGREEN AND ACTION PEST CONTROL	HERBICIDE APPLICATIONS, MOSQUITO TREATMENT	4,425.00
08/16/2024	328305	U S SIGNAL COMPANY, LLC	MONTHLY INTERNET FIBER SERVICES	900.00
08/16/2024	328306	ULINE, INC.	STORAGE SUPPLIES	940.08
08/16/2024	328307	UNITED DISTRIBUTION GROUP	RAMONA CONCESSION SUPPLIES	581.73

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 8 of 10

Check Date	Check	Vendor Name	Description	Amount
08/16/2024	328308	UNITED PARCEL SERVICE	UPS WEEKLY	42.38
08/16/2024	328309	US HYD LLC	JUNE/STORM - TINK CYLINDER REBUILDS	3,141.72
08/16/2024	328310	W MICH CRIMINAL JUSTICE TRAINING CO	EFFECTIVE COMBATIVE INSTRUCTOR COURSE REG	1,200.00
08/16/2024	328311	WASHCO, LLC	POWER WASHING SVCS-MULT LOCS	3,895.00
08/16/2024	328312	WASTE MANAGEMENT	WTP IRON WASTE REMOVAL	458.50
08/16/2024	328313	WEIR, ROBERT MARTIN	PZSC PRESENTER RETURNING THE FAVOR	100.00
08/16/2024	328314	WELLER AUTO PARTS INC.	FIRE VEHICLE MAINTENANCE	1,500.00
08/16/2024	328315	WESTMINSTER PRESBYTERIAN CHURCH	PRECINCT RENTAL	100.00
08/16/2024	328316	WILD, JED	PER DIEM-EMU FIRE STAFF & COMMAND SCHOOL	379.50
08/16/2024	328317	YMCA OF GREATER KALAMAZOO	RAMONA PARKING VOUCHERS REFUND	970.00
08/16/2024	328318	ZOLMAN TIRE INC.	TIRES FOR FLEET VEHICLES	1,890.00
Total Paper Checks				1,329,826.76

Check Type: Auto-Pay Payments

08/05/2024	CONSUMERS ENERGY	GAS-ELECTRIC	1,641.69
08/05/2024	CARD CONNECT	PROCESSING FEES	869.06
08/05/2024	BLUE CROSS/BLUE SHIELD OF MI	HEALTH INSURANCE	417.78
08/06/2024	INVOICE CLOUD	PROCESSING FEES	701.75
08/06/2024	CONSUMERS ENERGY	GAS-ELECTRIC	64,962.11
08/07/2024	CONSUMERS ENERGY	GAS-ELECTRIC	34,799.12
08/08/2024	CONSUMERS ENERGY	GAS-ELECTRIC	1,680.28
08/09/2024	CONSUMERS ENERGY	GAS-ELECTRIC	2,642.31
08/09/2024	MISSIONSQUARE	EMPLOYEE RETIREMENT WITHHOLDINGS	51,275.08
08/12/2024	CONSUMERS ENERGY	GAS-ELECTRIC	8,627.46
08/13/2024	CONSUMERS ENERGY	GAS-ELECTRIC	372.92
08/14/2024	CONSUMERS ENERGY	GAS-ELECTRIC	5,329.49
08/16/2024	CONSUMERS ENERGY	GAS-ELECTRIC	246.61
08/16/2024	MISSIONSQUARE	EMPLOYEE RETIREMENT WITHHOLDINGS	79,683.88
Total Auto-Pay Payments			253,249.54

Check Type: Electronic Payments

08/06/2024	MULTIPLE	WEEKLY TAX DISBURSEMENT 7/24/24	11,949.23
08/08/2024	CITY OF PORTAGE EMPLOYEE	RECOUP FUNDS PAID IN ERROR	641.75

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 9 of 10

Check Date	Check	Vendor Name	Description	Amount
08/09/2024		MULTIPLE	WEEKLY TAX DISBURSEMENT 8/2/24	2,967,471.98
08/15/2024		MULTIPLE	IAFF, PPCOA, PPOA, UAW PENSION PAYMENTS	343,292.06
08/16/2024		ASU GROUP	WORKERS COMP FUNDING	10,070.52
08/16/2024		MULTIPLE	WEEKLY TAX DISBURSEMENT 8/9/24	1,627,329.16
			Total Electronic Payments	4,960,754.70

Check Type: Credit Card Payments

07/01/2024		THE HOME DEPOT #2728	EMPLOYEE BREAKROOM UPGRADE	304.30
07/01/2024		MICHIGAN RECREATION & PARK ASSOC	PARKS ANNUAL MEMBERSHIP DUES	1,150.00
07/01/2024		ADOBE INC	STOCK PHOTO/VIDEO/MUSIC LIB - PUB INFO	19.99
07/01/2024		BUZZSPROUT	MONTHLY PODCAST SUBSCRIPTION	24.00
07/02/2024		MICHIGAN ASSOCIATION OF CPA'S	FINANCE ANNUAL MEMBERSHIP DUES	365.00
07/03/2024		MICHIGAN ECONOMIC DEV ASSOC	COM DEV CONFERENCE REGISTRATION	335.00
07/03/2024		MICHIGAN ASSOCIATION OF CPA'S	FINANCE TRAINING REGISTRATION	39.00
07/04/2024		TABLECLOTHSFACOR	ITEMS FOR SENIOR CENTER EVENT	201.20
07/04/2024		SHANTY CREEK RESORTS	COM DEV CONFERENCE HOTEL DEPOSIT	175.88
07/04/2024		SHANTY CREEK RESORTS	COM DEV CONFERENCE HOTEL STAY	224.12
07/05/2024		BOYNE MTN LODGING	TREASURY CONFERENCE HOTEL DEPOSIT	308.25
07/11/2024		FSP MICHIGAN AOHN	POLICE CONFERENCE REGISTRATION	190.00
07/11/2024		TATER TATS TATTOOS	ITEMS FOR PARKS EVENT	246.50
07/11/2024		MICHIGAN MUNICIPAL LEAGUE	CITY MANAGER CONFERENCE REGISTRATION	595.00
07/11/2024		GREAT WOLF LDG TRAVERSE CITY	POLICE CONFERENCE HOTEL STAY DEPOSIT	377.40
07/11/2024		DISPLAYS2GO	PARKS SUPPLIES	338.73
07/12/2024		D3 CUSTOMS LLC.	POLICE VEHICLE UPFITTING	1,133.95
07/15/2024		LAKEVIEW HOTEL MACKINAC	CITY MANAGER CONFERENCE HOTEL DEPOSIT	446.16
07/15/2024		LAKEVIEW HOTEL MACKINAC	COUNCILMEMBERS CONFERENCE HOTEL DEPOSIT	939.42
07/15/2024		LAKEVIEW HOTEL MACKINAC	MAYOR CONFERENCE HOTEL DEPOSIT	446.16
07/15/2024		THE WEBSTRAURANT STORE INC	SENIOR CENTER KITCHEN SUPPLIES	275.06
07/15/2024		AIRTABLE.COM	PUBLIC INFO ANNUAL SOFTWARE SUBSCRIPTION	720.00
07/16/2024		SECTIGO WE POSITIVESS	IT SUBSCRIPTION RENEWAL	159.99
07/16/2024		SECTIGO WE POSITIVESS	IT SUBSCRIPTION RENEWAL	69.99
07/16/2024		BAGSINBULK	SUPPLIES FOR POLICE EVENT	1,274.40
07/18/2024		DELICATE DISHES	SUPPLIES FOR SENIOR CENTER EVENT	312.50

ACCOUNTS PAYABLE REGISTER
Check Dates From: 8/04/2024 to 8/17/2024

Page 10 of 10

Check Date	Check	Vendor Name	Description	Amount
07/18/2024		MICHIGAN MUNICIPAL LEAGUE	MAYOR TRAINING REGISTRATION	240.00
07/19/2024		AICPA	FINANCE ANNUAL MEMBERSHIP DUES	350.00
07/22/2024		HOLIDAY INN OF MARQUETTE	CITY MANAGER CONFERENCE HOTEL STAY	500.64
07/22/2024		FREE CONFERENCE CALL	IT CONFERENCE CALL CHARGES	11.21
07/24/2024		HOLIDAY INN EXPRESS HOLLAND	POLICE TRAINING HOTEL STAY	1,118.88
07/26/2024		APT US&C	TREASURY CONFERENCE REGISTRATION	499.00
07/29/2024		EMDAC,LLC	SENIOR CENTER FOOD TRUCK	1,500.00
07/30/2024		BUZZSPROUT	MONTHLY PODCAST SUBSCRIPTION	24.00
07/31/2024		ADOBE INC	STOCK PHOTO/VIDEO/MUSIC LIB - PUB INFO	19.99
07/31/2024		MNCLTC.ORG	COM DEV CONFERENCE REGISTRATION	250.00
Total Credit Card Payments				15,185.72
Grand Total				7,636,196.28

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: PCES for Meredith Street Reconstruction Project - Tabulation of Proposals

SUPPORTING PERSONNEL: Kendra Gwin, Director of Transportation & Utilities

ACTION RECOMMENDED: Award a contract to perform engineering services for the Meredith Street Reconstruction Project to Williams & Works, Walker, Michigan in the amount not to exceed \$306,377 and authorize the City Manager to execute all documents related to the contract on behalf of the city.

The Fiscal Year 2024 – 2025 Capital Improvement Program budget includes funding for the Major Street Reconstruction Program. Major street reconstruction projects are selected based on pavement condition, average daily traffic, federal aid eligibility, as well as potential development activities. Future work will focus on preserving and restoring pavement conditions on major streets, which will allow additional roadway mileage to be restored yearly. Meredith Street from East Milham Avenue to South Sprinkle Road is included in the Major Street Reconstruction Program. The estimated project cost is \$3,455,000 and will be financed through the Municipal Street Fund and the Water Fund.

On August 1, 2024, three proposals were received for design and construction engineering services for the Meredith Street Reconstruction Project. Based upon review of the proposals, staff has determined that the proposal of Williams & Works best fits the needs of the project. Williams & Works has significant experience with the city's policies and procedures and is pre-qualified with the Michigan Department of Transportation.

It is recommended that City Council award a contract to Williams & Works, Walker, Michigan to perform engineering services for the Meredith Street Reconstruction Project in the amount not to exceed \$306,377 and authorize the City Manager to execute all documents related to the contract on behalf of the city.

FUNDING: Funds are available through the Capital Improvement Program.

Attachments: 1. PCES for Meredith St Recon - Tabulation of Proposals

2024 RFP Meredith St. Reconstruction
Professional Engineering Services
PROPOSAL TABULATION
PROPOSAL OPENING ON AUGUST 1, 2024 AT 3 PM

Williams & Works Inc	\$306,377.00
549 Ottawa Avenue NW	
Grand Rapids MI. 49503	

Land & Resource Engineering	\$309,178.00
2121 2 Mile Road NW	
Walker, MI. 49544	

	\$350,000.00
Prein&Newhof	
3355 Evergreen Drive NE	
Grand Rapids MI. 49525	

Opened by: Justin R. Williams
Justin R. Williams, Assistant To The City Manager

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Board & Commission Interviews

SUPPORTING PERSONNEL: Erica Eklov, City Clerk

ACTION RECOMMENDED: Set a Special Meeting at 4:30 p.m. on October 8, 2024, to review Board and Commission appointments.

The City of Portage relies upon citizen participation on many Boards and Commissions that help to serve the community. The advice received from these groups assists the City Council and City Administration in making Portage A Natural Place to Move! These citizens provide the talent and experience needed to meet the community's diverse challenges. Interviews of Board and Commission applicants are performed each year in January, May and October.

Per the City Council Policy for Appointments to Citizen Advisory Boards, the Council will interview applicants to fill vacancies on the following Boards and Commissions.

Environmental Board	3 expiring terms
Human Services Board	3 expiring terms
Local Officers Compensation Commission	1 expiring term
Park Board	3 expiring terms
Senior Citizens Advisory Board	1 expiring term

As such, it is recommended that the City Council set a Special Meeting at 4:30 p.m. on October 8, 2024, to review Board and Commission appointments.

FUNDING: N/A

Attachments: None

Minutes of Boards & Commissions

CITY OF PORTAGE ZONING BOARD OF APPEALS

Minutes of Meeting – July 8, 2024

The City of Portage Zoning Board of Appeals meeting was called to order by Chairman Eichstaedt at 7:02 p.m. Six people were in the audience.

MEMBERS PRESENT: Jay Eichstaedt, Michael Reedy, David Bergher, John Sloan, Linda Fry, Aimee Potts, Michael Stempihar.

MEMBERS EXCUSED: Lena Jomaa, Ken Seybold.

A motion was made by Fry, and seconded by Potts, to excuse the absent board members. Upon voice vote, the motion passed 7-0.

IN ATTENDANCE: Jeff Mais, Zoning & Codes Administrator; Josh Thall, Assistant City Attorney; Alex Johnson, City Planner.

APPROVAL OF THE MINUTES:

A motion was made by Sloan, and seconded by Stempihar, to approve the June 10, 2024 minutes as submitted. Upon voice vote, the motion passed 7-0.

NEW BUSINESS:

ZBA #24-01; 9736 East Shore Drive: Mais summarized the request for a variance to construct a second story addition over the footprint of an existing garage which is located 17.4 feet from the front (east) property line where a minimum 25- foot front setback is required. Stempihar inquired to the applicant if their neighbors were in support. Applicant stated that the neighbors were in support, and many have also had similar variances.

A public hearing was opened. Lynn and Larry Elliott; 9724 E Shore Dr are the direct neighbors to the south and voiced their support. No one spoke against the request. The public hearing was closed.

A motion was made by Reedy, seconded by Stempihar to approve a variance to construct a second story addition over the footprint of an existing garage which is located 17.4 feet from the front (east) property line where a minimum 25- foot front setback is required, for the following reasons: there are exceptional or extraordinary circumstances or conditions applying to the property that do not generally apply to other properties in the zoning district which include the narrow lakefront lot and existing location of the dwelling; the variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by others in the same zoning district, the ability to expand a dwelling to accommodate a growing family; the need for the variance request was not caused by the applicant; the variance will not be detrimental to adjacent property or the surrounding neighborhood; and the variance will not materially impair the intent and purpose of the ordinance. In addition, the application and supporting materials, staff report, and all comments, discussion and materials presented at this hearing be incorporated in the record, and that the action of the Board be final and effective immediately. Upon roll call vote: Eichstaedt-Yes, Stempihar-Yes, Reedy-Yes, Potts-Yes, Sloan-Yes, Fry-Yes, Bergher-Yes Motion passes 7-0.

ZBA #24-02; 4608 Cedarcrest Ave: Mais summarized the request for A) a variance to retain a dwelling constructed 4 feet from the (east) side property line where a minimum 10-foot setback is required, and B) a variance to construct a 12-foot by 14-foot addition 4 feet from the (east) side property line where a minimum 10-foot setback is required. The applicant stated that the neighbor has shown support. The builder clarified that it will not change the look or height of the house, would not encroach further, and it will be constructed to meet all building and fire codes.

A public hearing was opened. No one spoke for or against the request. The public hearing was closed.

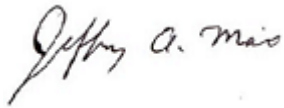
A motion was made by Fry, seconded by Reedy to grant A) a variance to retain a dwelling constructed 4 feet from the (east) side property line where a minimum 10-foot setback is required, and B) a variance to construct a 12-foot by 14-foot addition 4 feet from the (east) side property line where a minimum 10-foot setback is required for the following reasons: there are exceptional or extraordinary circumstances or conditions applying to the property that do not generally apply to other properties in the zoning district which include the existing location of the dwelling on the lot and the interior floor plan; the variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by others in the same zoning district, the right to design interior floor space efficiently; the need for the variance request was not caused by the applicant; the variance will not be detrimental to adjacent property or the surrounding neighborhood; and the variance will not materially impair the intent and purpose of the ordinance. In addition, the application and supporting materials, staff report, and all comments, discussion and materials presented at this hearing be incorporated in the record, and that the action of the Board be final and effective immediately. Upon roll call vote: Eichstaedt-Yes, Stempihar-Yes, Reedy-Yes, Potts-Yes, Sloan-Yes, Fry-Yes, Bergher-Yes Motion passes 7-0.

OTHER BUSINESS: Election of officers. After discussion, a motion was made by Eichstaedt, seconded by Reedy, to elect Eichstaedt as chair, Potts as vice chair, and Fry as secretary. Motion passes 7-0.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: Motion by Reedy, seconded by Fry to close the meeting. The meeting was adjourned at 7:34 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jeff Mais".

Jeff Mais
Zoning & Codes Administrator

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Closed Session to Discuss a Matter of Property Acquisition

SUPPORTING PERSONNEL: Peter Dame, Chief Development Officer

ACTION RECOMMENDED: Meet in Closed Session immediately following the regularly scheduled City Council Meeting of Tuesday, August 27, 2024, pursuant to MCL 15.268 Sec. 8(d).

The Michigan Open Meetings Act permits a variety of reasons for an elected body to enter into closed session. One of these reasons is to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. Therefore, it is recommended that City Council meet in Closed Session immediately following the regularly scheduled Council Meeting of Tuesday, August 27, 2024, pursuant to MCL 15.268 Sec. 8(d).

FUNDING: N/A

Attachments: None

TO: Honorable Mayor and City Council

FROM: Pat McGinnis, City Manager

SUBJECT: Approve ordinance to adopt the 2021 International Property Maintenance Code

SUPPORTING PERSONNEL: Peter Dame, Chief Development Officer

ACTION RECOMMENDED: Approve the ordinance to adopt the 2021 International Property Maintenance Code.

The International Property Maintenance Code (IPMC) is a model code developed by the International Code Council to establish minimum maintenance requirements for existing buildings and structures. The Code was developed to serve as a companion code to the International Construction Codes (Building, Plumbing, etc.) that the City of Portage is required to administer and enforce by the State of Michigan. The purpose of the IPMC is to ensure the health, safety, and welfare of the occupants of a building and the public by establishing minimum standards for items such as structure and property conditions, lighting, ventilation, heating, sanitation, and fire safety.

The benefits of adopting the 2021 edition of the IPMC include:

- Providing a nationally recognized code that is widely used and commonly accepted and understood throughout the United States, including the State of Michigan and several local communities that have adopted and enforce the IPMC.
- The property maintenance standards contained within the IPMC cover the subject matters that are currently addressed in different ordinances and codes created by the City of Portage. The IPMC will help by providing a single, comprehensive, and recognized resource for building and property maintenance standards that are reviewed and developed by national experts in the field. The adoption of the IPMC will replace the previously adopted property maintenance codes of the city.
- The IPMC is directly tied to the State of Michigan Construction Codes to simplify administration, terminology, and procedures.
- The IPMC ensures that buildings, structures, and properties are maintained to a recognized and reasonable degree, thereby helping safeguard the occupants and the public.
- The IPMC will help maintain property values by utilizing nationally adopted standards and procedures to address neglected buildings, structures, and properties.
- The IPMC is designed to balance costs and welfare and not to unnecessarily increase construction and repair costs while still prioritizing public welfare.

The adoption of the 2021 International Property Maintenance Code will ensure the City of Portage continues to take the necessary steps to safeguard its citizens and maintain property values. City code enforcement staff have already been trained on the provisions of the IPMC and are ready to utilize the standards contained in the IPMC. City staff also recognize that issues of equity and fairness are important considerations and will use this lens when utilizing enforcement authority. For example, the City does

offer grant programs for home repairs and can make referrals to residents who need assistance with home upkeep.

As requested at the initial discussion of the IPMC at the February 20 Council meeting, staff documented more than 100 communities in the State of Michigan that rely on the IPMC code as the standard for property maintenance (see attached). Staff also have confirmed in writing that the IPMC link can be posted on the city website and made available to all at no fee. The attached ordinance does adopt the 2021 IPMC, and incorporate the City's weed abatement process into the IPMC adoption. The draft ordinance has been written precisely to replace any section of the city code that conflicts with the standards in the IPMC. The IPMC does incorporate the City's fine structure and also its unique weed abatement process into the IPMC adoption. As requested at a subsequent Council meeting, a complete version of the proposed code and the strikeout section of existing codes is provided. The IPMC does allow for the enforcement of provisions in the city code that are not repealed. Since the March review with City Council, staff did again review the various sections of code that should be retained from the existing codes. Standards that are unique to Portage or not covered by the IPMC are recommended to be retained. For example, staff recommends retaining its standards for parking on private and public property, for example, which are found in Section 24-112, as this topic is not generally covered by the IPMC. Additionally, staff recommends specifically keeping Sections 24-113 1) building materials during construction, 5) stagnant water, 9) no front yard parking, 10) parking in rear yard, 11) 48 hours for car repair allowed in driveways, and 13) non conforming ingress or egress. Section 24-115 regarding dumping and removal of brush on streets or sidewalks is also retained.

It should be noted that staff does not recommend retaining the native grass garden permit system found in the City's existing weed ordinance section. There was only one permit ever issued right after the permit process was approved. There are, however, native gardens planted throughout the City. Due to the onerous permit approval process, people were discouraged and no one else has gone through the process. With the now more recognized acceptance of native grass and flower plantings, City staff does not view such intentional plantings as a weed ordinance violation. The practice of allowing native grass and flower gardens will continue to be allowed if the IPMC is adopted. As a final note, the attached ordinance does not automatically adopt future versions of the IPMC and further updates of the IPMC would require Council approval.

The City Council received for first reading this ordinance at its July 23 meeting. It is recommended that the City Council approve the ordinance to adopt the 2021 International Property Maintenance Code.

FUNDING: Not Applicable

Attachments:

1. IMPC MI Adoption List
2. IPMC Exec Summary _2021 rev
3. Ordinance Adopting IPMC 7.18.2024
4. 2021_ipmc_1st_ptg

MICHIGAN INTERNATIONAL PROPERTY MAINTENANCE CODE MUNICIPALITIES (incomplete list)

<u>Cities using IPMC</u>	<u>Edition</u>
Alamo Township	
Allegan Township	
Allendale	2018
Adrian	2021
Alma	2015
Ann Arbor	2015
Antwerp Township	
Ashland Township	
Battle Creek	2015
Barry Township	
Bay City	2015
Bessemer	2015
Big Rapids	2018
Brighton	2015
Calvin Township	
Cassopolis	
Centreville	
Charlevoix	2018
Climax	
Clio	2021
Constantine	
Constantine Township	
Cooper Township	
Covert Township	
East Jordan	2015

East Lansing	2021
Fabius Township	
Fawn River Township	
Flowerfield Township	
Flushing	2021
Galesburg	
Geneva Township	
Grand Rapids	2021
Grand Haven	???
Grant	2021
Grosse Pointe	2015
Grosse Pointe Farms	2015
Grosse Pointe Park	2015
Grosse Pointe Woods	2015
Gun Plain Township	
Hamilton Township	
Hancock	2015
Hartford Township	
Heath Township	
Hope Township	
Howard Township	
Ionia	2012
Iron Mountain	2015
Jackson	2018
Kalamazoo	2021
Kalamazoo Township	
Keeler Township	
Lagrange Township	
Lawrence Township	

Lawton	2018
Lee Township	
Ludington	2021
Leelanau Township	
Lockport Township	
Luna Pier	2006
Manlius Township	
Marchall Township	
Mason Township	
Mendon	
Milford	2018
Mottville Township	
Mt. Pleasant	2021
Niles	2015
Niles Township	
North Muskegon	2021
Nottawa Township	
Oak Park	2015
Ontwa Township	
Orangeville Township	
Otsego	2018
Ostego Township	
Overisel Township	
Owosso	2015
Park Township	
Pavilion Township	
Paw Paw Township	
Pine Grove Township	
Pokagon Township	

Porter Township	
Port Huron	2012
Portland	2018
Prairieville Township	
Richland Township	
Rockwood	2021
Roscommon Township	
Ross Township	
Royal Oak	2015
Salem Township	
Sheridan Township	
Sherman Township	
Silver Creek Township	
St. Joseph	2015
Sturgis Township	
Trowbridge Township	
Tuscola Township	
Valley Township	
Vandalia	
Vicksburg	
Volinia Township	
Wakeshma Township	
Warren	2018
Wayland Township	
Wayne Township	
White Pigeon	

2021 International Property Maintenance Code® Executive Summary

(Courtesy of International Code Council, Inc.)

The *International Property Maintenance Code* governs the maintenance of existing buildings through model code regulations. The provisions of this code apply to all existing structures and to all existing premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators, and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

Chapter 1

This chapter contains provisions for the application, enforcement, and administration of all subsequent requirements of the code. All of the police powers inherent in enforcing minimum standards for the use and maintenance of buildings must follow the actual line of authority from the Constitution to the state to the actual enforcer. Chapter 1 defines the role and responsibility of the authority having jurisdiction.

Chapter 2

This chapter establishes the meaning of keywords and terms used in the code. The code, with its broad scope of applicability, includes terms inherent in a variety of construction disciplines. These terms can have multiple meanings, depending on the context or discipline being used at the time. For these reasons, it is necessary to maintain a consensus on the specific meaning of terms contained in the code. Chapter 2 performs this function by stating clearly what specific terms mean for the purpose of the code.

Chapter 3

This chapter contains requirements regulating the safety, sanitation and appearance of the interior and exterior of structures and all exterior property areas. Chapter 3 provides specific criteria for regulating the installation and maintenance of building components. Chapter 3 also provides guidelines for determining who is responsible for maintaining sanitary conditions and eliminating infestations of insects, rodents and other pests.

Chapter 4

This chapter establishes the minimum criteria for light and ventilation and identifies occupancy limitations. Minimum light, ventilation, and space requirements are based on the physiological and psychological impact of these factors on building occupants. The purpose of Chapter 4 is to set forth these requirements in the code and to establish the minimum environmental standards for occupiable and habitable buildings.

Chapter 5

This chapter establishes the minimum criteria for the installation, maintenance, and location of plumbing systems and facilities, including the water supply system, water heating appliances,

sewage disposal system and related plumbing fixtures. Existing plumbing installations may present unique inspection problems for the code official, as almost all are concealed by finished walls, ceilings and floors. The code official must inspect the visible portions of the system and assess the acceptability of the whole installation.

Chapter 6

This chapter establishes minimum performance requirements for electrical and mechanical facilities and minimum standards for the safety of such facilities. All mechanical and electrical equipment, appliances, and systems must be installed properly to serve the intended purpose. Proper installation, however, does not in itself guarantee safety or performance. All such equipment, appliances, and systems must also be maintained, as they are subject to wear and aging, and may require cleaning, lubrication, adjustment, etc. All materials and components used to construct mechanical and electrical systems have a limited life span and require repair or replacement at various time intervals that are specific to the material or component.

Chapter 7

This chapter establishes minimum requirements for fire safety, life safety and fire protection systems. Building codes regulating new construction are intended to verify that prior to occupancy, the building has been constructed in a manner that will provide the occupants a relatively safe and secure environment. Once these new structures are occupied, a variety of hazards inherent in their use may arise. Often, these hazards are unanticipated and can affect the overall safety of the occupants. The purpose of Chapter 7 is to address those fire hazards that arise as the result of a building's occupancy. It also provides minimum requirements for fire safety issues that are most likely to arise in older buildings.

Chapter 8

This chapter contains a comprehensive list of all standards that are referenced in the code. As a performance-oriented code, the code contains numerous references to documents that are used to regulate materials and methods of construction. The references to these documents within the code text consist of the promulgating agency's acronym and its publication designation (e.g., ASME A17.1) and a further indication that the document being referenced is listed in Chapter 8. Chapter 8 contains all of the information necessary to identify the specific referenced document.

Appendix A

The provisions of this appendix are not mandatory unless the adopting ordinance specifically references the provisions. The appendix provides the minimum specifications for the boarding of a structure.

Appendix B

The provisions of this appendix are not mandatory unless the adopting ordinance specifically references the provisions. The criteria for Board of Appeals members and procedures are set out in this appendix.

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN
BY ADOPTING THE INTERNATIONAL PROPERTY MAINTENANCE CODE
AND AMENDING CORRESPONDING SECTIONS OF THE CITY CODE**

An Ordinance adopting the 2021 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures by providing standards to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use; and the demolition of such existing structures in the City of Portage ; to provide sanctions for violation(s) thereof; and to repeal all Ordinances or parts of Ordinances in conflict herewith.

THE CITY OF PORTAGE ORDAINS:

SECTION 1 Purpose

The purpose of this Ordinance is to adopt a standardized property maintenance code to regulate and govern the conditions and maintenance of structures within the City by providing standards to ensure that structures are safe, sanitary and fit for occupation and use; to provide for the condemnation of unsafe buildings and structures; and to allow for the demolition of unsafe and dangerous structures within the City.

SECTION 2 Adoption of 2021 International Property Maintenance Code

A. Pursuant to Act No. 279 of the Public Acts of Michigan of 1909, as amended, and the City Charter of the City of Portage, the International Property Maintenance Code, as currently in effect under Michigan State Law, published by the International Code Council, Inc.(hereinafter referred to as the "Property Maintenance Code") is hereby found and declared to be an acceptable code and is hereby adopted by reference, as in this article modified for the purpose of protecting the health, safety and welfare in buildings in the city and on the premises hereinafter provided by:

- (1) Establishing minimum maintenance standards for all existing structures, residential and non-residential and on all existing premises for basic equipment and facilities for light, ventilation, space, heating and sanitation, protection from the elements, life safety, for safety from fire; for space, use and location; and for safe and sanitary maintenance of all structures and premises; and
- (2) Fixing the responsibilities of owner, operators and occupants of all structures; and
- (3) providing for administration enforcement and penalties.

B. Identification of Current Code, continuing administration and enforcement of current code and changes to the code(s). A certain document, three (3) copies of which are on file in the office of the City Clerk, being marked and designated as the International Property Maintenance Code, 2021 edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Portage, Kalamazoo County, Michigan. All of the regulations, provisions, penalties, conditions and terms of said Property

Maintenance Code on file in the office of the City Clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section III this ordinance.

SECTION 3 Amendments to the Adopted Code

The following sections of the adopted code are hereby amended as follows:

Section 101.1 Remove “[Name of jurisdiction]” and insert “City of Portage”.

Section 103.1 Remove “[Name of Department]” and insert “Department of Community Development”.

Section 104.1 Remove the paragraph and replace it with the following: “Fees shall be set in amounts approximating the costs to the City thereof via resolution which shall be adopted by the City Council and may be amended from time to time as the Council deems necessary.”

All of the wording in Section 302.4 is eliminated and replaced with the following sentence:

“302.4 reserved for future expansion. “

Section 304.14. Remove the first instance of the phrase “[DATE]” and replace it with “May 1”. Remove the second instance of the phrase “[DATE]” and replace it with “September 30”.

Section 602.3 remove the first instance of the phrase “[DATE]” and replace it with “October 15”. Remove the second instance of the phrase [DATE] and replace it with “May 15”.

Section 602.4 remove the first instance of the phrase “[DATE]” and replace it with “October 15”. Remove the second instance of the phrase [DATE] and replace it with “May 15”.

Remove Section 109.4 and replace it with the following:

“109.3 Violation and Penalties. Any person, firm, association, partnership, corporation or governmental entity that violates any of the provisions of this Ordinance, shall be deemed to be responsible for a municipal civil infraction as defined by Michigan Statute which shall be punishable by a civil fine determined in accordance with the following schedule:

	Minimum Fine	Maximum Fine
-1 st Offense	\$ 150.00	\$ 500.00
-2 nd Offense*	\$ 300.00	\$ 500.00
-3 rd Offense*	\$ 425.00	\$ 500.00
-4 th or More Offense* \$	500.00	\$ 500.00

*within 3-year period determined on the basis of the date of commission of the offense(s).

An owner, tenant, occupant, land contract vendor or vendee who causes allows or permits a violation to exist or continue shall be liable as a principal.

Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the City of Portage has incurred in connection with the municipal civil infraction. In no case, however, shall costs of less than \$10.00 or more than \$500 be ordered. In addition, the City shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order, compliance order or other appropriate remedy to compel compliance with this ordinance. Each day that a violation of this ordinance exists shall constitute a separate violation of this ordinance.

Any violations of the Property Maintenance Code regarding maintenance of Weeds and Grasses shall be administered pursuant to the following provisions:

Weeds and Grasses Investigation, Abatement and Penalties.

Investigation and control.

- (1) The director shall investigate the introduction and existence of noxious weeds on any developed or vacant property. The director shall seek removal of the noxious weeds located in the areas indicated below as directed by this section under the following circumstances.
 - a. For property in residential or PD district or if the property abuts or is across the street from a residential or PD district where the noxious weeds are located:
 1. In the front yard area of developed property as defined in section 42-112; or
 2. A distance of 30 feet from the front property line of any vacant lot or parcel.
 - b. For property in any district, where the noxious weeds are located 75 feet from the front, side or rear property line of any abutting developed property, excepting the areas in subsection (c)(1)a. of this section.
 - c. For property in any district, where the noxious weeds are located in the area between the curb of a public or private street and the property line, or the edge of pavement when the abutting public or private street is not provided with curb, or a distance of ten feet from the curb or edge of pavement, whichever is greater.

Notice.

The director shall notify, by certified mail with return receipt requested, and by first class mail, the person listed as owner of the land in the records of the office of the assessor, or give personal notice to the owner, agent or occupant of the land on the property, to eradicate such noxious weeds by cutting or such other methods as may be appropriate within not more than ten calendar days. The failure of the director to give such notice shall not, however, constitute a defense against any action to enforce the payment of any penalty provided for or debt created under this section. Only one notice by first class mail per calendar year need be sent by the city for any one address if publication is provided per section 24-114(e) below and the notice shall so state.

Notice by publication.

The city may, (in addition to or instead of the notice provided for in section 24-114(d) above), during the month of March of each year, give notice of the provisions of this section by

publishing a notice thereof once a week for two consecutive weeks in a newspaper of general circulation in the city. Such notice by publication shall obviate any requirement on the part of the city to notify the owner, agent or occupant of any developed or vacant property by certified mail or other means on which noxious weeds are found growing. Such published notice shall state that the noxious weeds not eradicated by May 1 of that year shall be eradicated by the city and that such noxious weeds that continue to exist or reoccur shall be eradicated by appropriate methods by the city as many times as is necessary and that the owner of the property shall be charged with the cost incurred by the city pursuant to this section.

Duty of owner to abate. It shall be the duty of the owner, agent or occupant of property within the city, whether developed or vacant to eradicate all noxious weeds and poisonous or harmful vegetation as often as may be necessary to comply with the provisions of this section and keep the same from perpetuating themselves and becoming a detriment to the public health and appearance of property.

City to eradicate after notice. If the provisions of the Property Maintenance Code regarding maintenance of weeds and grasses have not been fulfilled after the notices required by this section have been sent or published, then an official, inspector or other agent authorized by the city may enter upon such premises as many times as necessary and cause such noxious weeds and other vegetation to be eradicated by cutting or by other appropriate methods and all expenses incurred in such eradication shall be paid by the owner of such premises.

Means of abatement. In the discretion of the officer, inspector or other agent authorized by the city, hand or mechanical means may be used to eradicate noxious weeds and other vegetation as provided in this section, and all due care shall be taken to avoid unnecessary damage to the property.

Owner liability. Owner liability shall be as follows:

- a. From the time of commencement of the cutting or eradication of such noxious weeds and other poisonous vegetation, the city shall have a lien upon the premises until such time as the expense of such eradication has been fully paid.
- b. The owners of property shall be liable for all costs incurred by the city in connection with the eradication. A minimum cost as to be determined by the city council by resolution from time to time for the eradication of such noxious weeds and an administrative fee in an amount to be determined by council for eradication will be included in the total cost.

Collection of costs. Collection of costs shall be accomplished as follows:

- a. For purposes of determining the ownership of property, it shall be presumed in evidence that the person to whom the property is assessed on the city's most recent tax roll is the owner of the property. The billing of costs will be mailed to owners of the premises by regular mail to the address shown on the city's tax rolls. If the charges involved are not paid by the owner within 30 days from the date of billing, payment shall be deemed delinquent.

SECTION 4 Amendments to City Code

The following sections of the City Code are amended and replaced by the adoption of the 2021 International Property Maintenance Code.

Subsection 1: Amendments to Article 5, Chapter 24 Community Quality. That Article 5 of

Chapter 24, Community Quality, is hereby amended by deleting sections 24-111, 24-112 and 24-113 (a)(2), (3), (4), (6), (7), (8) and (12) as shown below and replacing these sections with the applicable sections of the 2021 International Property Maintenance Code. Sections 24-114 and 24-115 are retained in the City Code, except for section 24-114(i) Naturalized lawns; land management plans

Sec. 24-111. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. In addition to section 1-2 of this Code, the definitions in section 42-112 apply to this article.

Building materials means lumber, bricks, concrete or cinder blocks, plumbing materials, electrical wiring or equipment, heating ducts or equipment, shingles, mortar, concrete or cement, nails, screws or any other material used in constructing a structure.

Front yard means that area as defined in chapter 42, article 4 of this Code and shall also include:

(1) That area extending the full width of premises from the front property line to the curb, or where the abutting public street is not furnished with curb, the front yard area shall extend to the street pavement edge.

(2) For residential lots and/or parcels having lake frontage and abutting a street, the front yard shall also mean that area between the lake water edge and the main building.

Improved driveway means a private road of ingress and egress with a uniform surface of concrete, asphalt or gravel which leads from a curb cut to a garage, carport or accessory parking space. An improved driveway may include a surfaced turnabout area, a circular driveway or an accessory parking space and shall meet the following criteria:

(1) It does not exceed an average width of 24 feet from edge to edge in the front yard, except that an average width of 30 feet from edge to edge in the front yard is permitted for lots or parcels of 100 feet in width or more.

(2) It does not occupy in excess of 50 percent of the area included in the front yard.

Inoperable means a motor vehicle which is not capable of being used or operated as intended for any reason. Personal property required by law to be licensed or registered is considered to be inoperable for the purposes of this article if such license or registration is expired, invalid or not affixed to the property.

Motor vehicle means every vehicle which is self-propelled.

Occupant means a person holding a written or oral lease of, or who occupies the whole or any part of a building or land, alone or with others.

Owner means the owner of the freehold of the premises or lesser estate therein, a mortgagee or vendee in possession, an assignee of rents, a receiver, an executor, a trustee, a lessee or another person in control of a building or a premises, or the duly authorized agent thereof.

Premises or property means a lot, plot or parcel of land including the buildings and structures thereon. When owned or controlled by the city, premises or property also includes any right-of-way, easement or land dedicated to public use.

Refuse means any junk or trash including parts of machinery and motor vehicles, stoves or other appliances, remnants of wood, brush and brush piles, paper, rags, cartons, boxes or other combustible material, rubber, leather, glass, crockery, metal, or other cast-off material of any kind whether or not the same could be put to any reasonable use. Refuse shall also include garbage and rubbish, both as defined by section 58-31.

(Ord. No. 00-10, § 670.02, 9-5-2000)

Sec. 24-112. Purpose.

It is the purpose and intent of this article to ensure and enhance the quality of life in the city. It is the further purpose of this article to reduce and eliminate characteristics that create blight or potential blight in the city by establishing standards and regulations which address the maintenance of real and personal property, the parking of vehicles on private and public property, the unauthorized improvements within public right-of-way, the outdoor storage of dismantled, partially dismantled or inoperable motor vehicles and the placement of junk, refuse or other items on private and public property and other such factors which diminish community quality within the city.

(Ord. No. 00-10, § 670.01, 9-5-2000)

Sec. 24-113. Property maintenance standards. (Subsection (a) is amended as follows, with the remaining subsections renumbered sequentially).

- (a) *Conditions prohibited on private property.* No person shall maintain or permit to be maintained any of the following conditions on any premises in the city owned, leased, rented or occupied by such person. The existence of any one of the conditions prohibited by this subsection shall be considered a factor detrimental to community quality.
- (1) The storage of building materials, unless there is in force a valid building permit issued by the city for construction upon the premises and such materials are intended for use in connection with such construction which shall be completed within a reasonable time, except for the outdoor storage of such materials, in conjunction with a commercial or industrial use for which a certificate of occupancy has been issued per chapter 42, article 4 of this Code.
 - (2) The storage or accumulation of refuse of any kind on any part of the property, including the front yard, except for the following:
 - a. — Garbage and rubbish as defined in section 58-31 stored or kept in such a manner as not to create a nuisance or traffic hazard or endanger persons and property may be located on the property, except in the front yard, for a period not to exceed seven days.
 - b. — An approved or legally existing junkyard, impound lot, or other similar approved use, for which a certificate of occupancy has been issued pursuant to chapter 42, article 4 of this Code shall be exempt from this subsection.
 - (3) The existence of a structure or part thereof which, because of fire, wind or other natural disaster or physical deterioration, is no longer habitable as a dwelling or useful for any other purpose for which it may have been intended. This subsection applies to a structure or part thereof notwithstanding the existence of a proceeding under chapter 42, article 13 of this Code with regard to the structure or the final disposition thereof.
 - (4) The existence of unsanitary or unclean conditions creating a risk of infection, disease or illness in any exterior area of the premises or adjoining property which is under the control of the owner or occupant.
 - (5) The accumulation of stagnant water due to improper or nonfunctioning grading and/or drainage of the premises.
 - (6) The infestation of insects, rodents, vermin or other pests in all exterior areas of the premises. The extermination of the infestation is the responsibility of the occupant of the premises except where the infestation exists in the shared, multiple or common use element of the exterior of the premises, extermination is the responsibility of the owner if different from the occupant.

- ~~(7) The existence of a vacant and/or abandoned dwelling, garage or other accessory building or structure, unless such building is kept securely locked, the windows thereof are glazed and not broken or neatly boarded up and otherwise protected to prevent entrance.~~
- ~~(8) The existence of a partially completed structure unless such structure is in the course of construction in accordance with a valid building permit issued by the city.~~
- (9) The storage or parking of a motor vehicle, house trailer, portable living quarters, or similar property in the front yard unless same is in an enclosed structure or on improved driveway at least ten feet from the front line and/or lakeside front property line.
- (10) The storage or parking of a motor vehicle, house trailer or portable living quarters in the rear yard of any premises, unless the same is in an enclosed structure or on an improved surface. However, storage or parking of a motor vehicle, house trailer or portable living quarters is permitted in the rear yard on unplatted property of two acres or more, provided that the motor vehicle, house trailer or portable living quarters is located at least 40 feet from all property lines.
- (11) The storage or parking of a dismantled, partially dismantled or inoperable motor vehicle or part thereof, unless kept in a wholly enclosed garage or wholly enclosed structure provided, however, that:
- The owner or occupant of the premises may allow such dismantled, partially dismantled or inoperable motor vehicle to remain on an improved driveway for not longer than 48 hours if such motor vehicle is registered in his name.
 - An approved or legally existing junkyard, impound lot, or other approved use for which a certificate of occupancy has been issued per chapter 42, article 4 of this Code shall be exempt from this subsection.
- ~~(12) The existence of a blind or other structure used or to be used in the hunting of waterfowl, unless the blind or structure is removed within 15 days after the close of the season in each year for the hunting of waterfowl.~~
- (13) The existence of any ingress or egress leading from a curb cut to a garage, carport, or accessory parking space which is not in conformance with the definition of improved driveway contained in section 24-111; except that a nonconforming ingress or egress which is in existence at the time this amendatory ordinance takes effect, may remain. However, no modification, including widening, narrowing, repaving, reconstructing, or other similar alteration shall be permitted to such nonconforming ingress and egress unless the conditions of the definition of improved driveway are satisfied.
- ~~(b) Conditions prohibited on public property. No person shall maintain or permit to be maintained any of the following conditions on any public street or other premises owned or controlled by the city. The existence of any one of the conditions prohibited by this section shall be considered a factor detrimental to community quality.~~
- ~~(1) The parking, for a period exceeding eight hours, of a motor vehicle, recreational vehicle or trailer at any time, if such vehicle is inoperable.~~
- ~~(2) The parking of a motor vehicle, recreational vehicle or trailer (city owned and/or operated vehicles and/or emergency vehicles excluded) for longer than 48 hours, subject to seasonal parking restrictions as regulated under Michigan Vehicle Code as adopted by the city.~~
- ~~(3) The parking of a motor vehicle, recreational vehicle or trailer for purposes of repairing the same, unless such repair is of an emergency nature. In such a case, such emergency repair shall be completed within two hours.~~
- ~~(4) The placement or storage of a motor vehicle part or parts, or the accumulation of refuse of any kind at any time.~~

- (5) The installation of a permanent improvement which includes but is not limited to, asphalt or concrete pavement, curb, landscape timbers, brick pavers, fencing, basketball posts and/or hoops (or other similar recreation equipment), a gravel or similarly delineated parking area, or other such improvement which requires location on the ground unless otherwise specifically authorized as provided by chapter 66. Planting of trees, shrubs and plants in the public right-of-way as regulated by chapter 66, article 6 of this Code, installation of underground lawn irrigation systems as regulated by chapter 66, article 7 of this Code and residential, business and industrial signage as regulated by chapter 42, article 4, division 6 of this Code shall be exempt from the prohibition of this subsection, if the requirements of the relevant section are satisfied.
- (c) — *Conditions prohibited as nuisances.* The conditions prohibited in sections 24-113(a) and (b) shall constitute a nuisance. These conditions are specifically declared to be acts, omissions or conditions which annoy, injure or endanger the safety, health, comfort or repose of others; offend decency; interfere with or obstruct or render dangerous any public street, sidewalk, stream or right-of-way; render the public insecure in life or property; or interfere with the comfortable enjoyment of life or property or tend to depreciate the value of the property of others. After investigation, if conditions constituting a nuisance are found to exist, the city may proceed as permitted by this section.
- (d) — *Investigation and voluntary removal; notice.* Upon determining that a nuisance exists on a premises, including the extended front yard as defined in section 24-111, the director may provide notice as required in section 24-113(e) to the owner and/or occupants of the premises to remove and eliminate the nuisance. Such notice may be served by first class mail with full postage prepaid thereon to the owner of the property or by posting the notice upon the premises where the nuisance exists in plain view of all persons going upon or passing near such premises. Additional time may be granted by the director where, in the opinion of the director, efforts to remove or eliminate such conditions are in progress and a time schedule has been agreed upon for correction. If, in the director's opinion, the nuisance has not been removed or eliminated and continues as a violation, the director may, after approval by the city manager, institute abatement procedures as set forth in section 24-113(e) below. If, in the director's opinion, the voluntary removal notice would not be practical or produce desired results, the director may, after approval by the city manager, initiate the abatement procedures set forth in section 24-113(e) below without requesting voluntary removal as provided in this subsection. A claim that the notice to abate was not received does not prevent the initiation of the abatement procedures set forth in section 24-113(e).
- (e) — *Abatement procedure.*
- (1) *Notice.* Upon determining that a nuisance exists on premises including the extended front yard as defined in section 24-111, the director may instruct the city clerk to cause written notice to abate the nuisance to be delivered to the owner/occupant of the premises upon which such nuisance exists. Such notice to abate shall be served personally, or if after diligent and reasonable effort to personally serve the owner or owners of the premises such owner cannot be found, the notice to abate may be served upon an adult occupant of the premises, if any, and by posting upon the premises where the nuisance exists in plain view of all persons going upon or passing near such premises. The notice herein required shall also be delivered by first class mail with full postage prepaid thereon to the owner of the premises.
- (2) *Ownership of property.* For purposes of determining ownership of property, it shall be presumed in evidence that the person or persons to whom the property is assessed on the most recent tax roll of the city is the owner of the premises.
- (3) *Content of notice.* All notices to abate or remove a nuisance shall, at minimum, state the nature of the violation, require that the owner alter, repair, tear down, or remove said nuisance within a maximum of ten days after service of the notice and that failure to abate or remove the nuisance may result in the city abating the nuisance and the cost of any abatement being billed to the property owner and upon failure to make payment may constitute a lien against the property and include interest until paid and collected in the same manner as ad valorem property taxes.

(4) *City to abate.* If, at the expiration of the time limit in said notice to abate, the owner has failed, neglected or refused to comply with the provisions of this section, the city, or its authorized contractor or other designee is authorized and empowered to enter the property and to abate, eliminate and remove the nuisance.

(5) *Emergency abatement.* Notwithstanding any provision herein, whenever, in the opinion of the director, there is imminent danger to the public health and safety due to the existence of a nuisance located in the public portion of a front yard as defined in section 24-111, the director may order the removal, elimination and abatement of said nuisance immediately without notice to the owner.

(6) *Cost of abatement; collection; lien.*

- a. When the city or its authorized contractor or other designee abates or removes a nuisance as provided herein, the total cost of any abatement shall be billed to the owner of the premises. If the charges are not paid within 30 days of the date of billing, payment shall be deemed delinquent. A minimum cost for the abatement and an administrative fee to be determined by the city council by resolution from time to time will be included in the total cost billed to the owner of the premises.
- b. In the event of delinquent payment, the cost to abate shall be a debt of the owner to the city and such charges shall be enforceable as a tax lien in the manner prescribed by the general laws of this state against the property and collected as in the case of general property tax. If the same is not paid prior to the preparation of the next assessment roll of the city, the amount shall be assessed as a special tax against such premises on the next assessment roll and collected thereunder. The cost to abate shall include the administrative fee.
- c. A claim by an owner that the notice to abate, as required by section 24-113(d) or (e), was not received is not a defense to an action brought by the city to collect the cost of abatement, impose penalties or assess the delinquent charges as a lien against the property as authorized by this section as long as notice was sent to the owner of record on the city's most recent tax roll and notice was accomplished by any other means allowed in this section.

(7) *Remedies.* The procedures and remedies set forth in this section may be used in the alternative or in conjunction with any other remedy or procedure authorized by law for the abatement of nuisances, or for the collection of delinquent charges. Delinquent charges which remain unpaid 30 days or longer after statement of such costs have been mailed by first class mail to the person or persons in whose name the property appears on city's last tax roll may be collected in any court having jurisdiction over the matter.

(8) *Prosecution for violation.* Nothing herein shall prevent the city from prosecuting persons under this section for violation of this section in conjunction with or in lieu of any other remedy provided. The notice required in this section shall not be required for such prosecution.

(f) *Refuse containers and city-sponsored pick-up programs.* Notwithstanding other provisions in this section, the accumulation of the materials delineated in those sections may be permitted for not more than 72 hours before the material is scheduled to be removed by a city-sponsored leaf pickup or a city-sponsored cleanup program, so long as the accumulation does not create a traffic hazard or endanger persons and property.

Sec. 24-114. Weeds and grasses.

(a) *Definitions.* The following specific definitions apply to this section:

(1) *Developed property* means any parcel or lot upon which a structure or structure under construction exists or which has any improvement which was done pursuant to a zoning permit, building permit, conditional use permit, sign permit or any other applicable permit. In addition, any lot in any

subdivision where buildings have been erected on 50 percent or more of the lots of such subdivision shall be defined as developed property.

(2) *Eradicate* means to get rid of, to wipe out, to destroy entirely by working the natural processes or methodical plan.

(3) *Noxious weeds* includes:

- a. — Canada thistle (*Cirsium arvensa*), common and giant ragweed (*Ambrosia artemisiifolia* and *Ambrosia trifida*), other common weeds, grasses and similar vegetation growth which are eight inches or higher; and
- b. — Poison ivy (*Rhus radicans* or *Toxicodendron radicans*), poison sumac (*Toxicodendron vermic*) or other growth which are poisonous or dangerous to health and safety.

(4) *Property* means any lands, premises, parcel or lot.

(5) *Vacant property* means all unimproved property not included in the definition of Developed property above.

(b) — *Growth of noxious weeds.*

(1) *Declared nuisance.* The presence of such noxious weeds upon developed and/or vacant properties is hereby deemed to be detrimental to the public health, safety and welfare and shall constitute a public nuisance.

(2) *Growth on developed and vacant properties.* An owner, agent or occupant, including an occupant under a land contract, rental or leasehold agreement, shall not permit or maintain on any developed or vacant property, any noxious weeds or permit or maintain any accumulation of dead weed, grass or brush. No such owner, agent or occupant shall cause, suffer or permit noxious weeds or other poisonous plants or plants detrimental to health to grow on any developed or vacant property.

(c) — *Investigation and control.*

(1) The director shall investigate the introduction and existence of noxious weeds on any developed or vacant property. The director shall seek removal of the noxious weeds located in the areas indicated below as directed by this section under the following circumstances.

a. — For property in residential or PD district or if the property abuts or is across the street from a residential or PD district where the noxious weeds are located:

- 1. — In the front yard area of developed property as defined in section 42-112; or
- 2. — A distance of 30 feet from the front property line of any vacant lot or parcel.

b. — For property in any district, where the noxious weeds are located 75 feet from the front, side or rear property line of any abutting developed property, excepting the areas in subsection (c)(1)a. of this section.

c. — For property in any district, where the noxious weeds are located in the area between the curb of a public or private street and the property line, or the edge of pavement when the abutting public or private street is not provided with curb, or a distance of ten feet from the curb or edge of pavement, whichever is greater.

(d) — *Notice.* The director shall notify, by certified mail with return receipt requested, and by first class mail, the person listed as owner of the land in the records of the office of the assessor, or give personal notice to the owner, agent or occupant of the land on the property, to eradicate such noxious weeds by cutting or such other methods as may be appropriate within not more than ten calendar days. The failure of the director to give such notice shall not, however, constitute a defense against any action to enforce the payment of any

penalty provided for or debt created under this section. Only one notice by first class mail per calendar year need be sent by the city for any one address if publication is provided per section 24-114(e) below and the notice shall so state.

- (e) *Notice by publication.* The city may, (in addition to or instead of the notice provided for in section 24-114(d) above), during the month of March of each year, give notice of the provisions of this section by publishing a notice thereof once a week for two consecutive weeks in a newspaper of general circulation in the city. Such notice by publication shall obviate any requirement on the part of the city to notify the owner, agent or occupant of any developed or vacant property by certified mail or other means on which noxious weeds are found growing. Such published notice shall state that the noxious weeds not eradicated by May 1 of that year shall be eradicated by the city and that such noxious weeds that continue to exist or reoccur shall be eradicated by appropriate methods by the city as many times as is necessary and that the owner of the property shall be charged with the cost incurred by the city pursuant to this section.
- (f) *Duty of owner to abate.* It shall be the duty of the owner, agent or occupant of property within the city, whether developed or vacant to eradicate all noxious weeds and poisonous or harmful vegetation as often as may be necessary to comply with the provisions of this section and keep the same from perpetuating themselves and becoming a detriment to the public health and appearance of property.
- (g) *Abatement procedures.*
 - (1) *City to eradicate after notice.* If the provisions of this section have not been fulfilled after the notices required by this section have been sent or published, then an official, inspector or other agent authorized by the city may enter upon such premises as many times as necessary and cause such noxious weeds and other vegetation to be eradicated by cutting or by other appropriate methods and all expenses incurred in such eradication shall be paid by the owner of such premises.
 - (2) *Means of abatement.* In the discretion of the officer, inspector or other agent authorized by the city, hand or mechanical means may be used to eradicate noxious weeds and other vegetation as provided in this section, and all due care shall be taken to avoid unnecessary damage to the property.
- (h) *Owner liability.* Owner liability shall be as follows:
 - (1) From the time of commencement of the cutting or eradication of such noxious weeds and other poisonous vegetation, the city shall have a lien upon the premises until such time as the expense of such eradication has been fully paid.
 - (2) The owners of property shall be liable for all costs incurred by the city in connection with the eradication. A minimum cost as to be determined by the city council by resolution from time to time for the eradication of such noxious weeds and an administrative fee in an amount to be determined by council for eradication will be included in the total cost.
 - (3) *Collection of costs.* Collection of costs shall be accomplished as follows:
 - a. For purposes of determining the ownership of property, it shall be presumed in evidence that the person to whom the property is assessed on the city's most recent tax roll is the owner of the property. The billing of costs will be mailed to owners of the premises by regular mail to the address shown on the city's tax rolls. If the charges involved are not paid by the owner within 30 days from the date of billing, payment shall be deemed delinquent.
 - b. In the event of delinquent charges, the city's lien upon such property for such charges shall be enforceable as a tax lien in the manner prescribed by the general laws of this state against the property and collected as in the case of general property tax. If the same is not paid prior to the preparation of the next assessment roll of the city, the amount shall be assessed as a special tax against such premises on the next assessment roll and collected thereunder.
- (i) *Naturalized lawns; land management plans.* (Subsection (i) is reserved for future use).

- (1) Any owner or operator of land in the city may apply for approval of a land management plan for a natural lawn (one where the grasses exceed eight inches in height) with the department of community development.
- (2) As used in this subsection, "land management plan" means a written plan relating to management of naturalized area which contains a legal description of the naturalized area upon which the grasses will exceed eight inches in height, a statement of intent and purpose for the naturalized area, a general description of the vegetational types, plants and plant succession involved and the specific management and maintenance techniques to be employed. The management plan must include provisions for cutting, at a length not greater than eight inches, the terrace area, that portion between the sidewalk and the street or a strip not less than four feet adjacent to the street where there is no sidewalk and at least a three-foot strip adjacent to the neighboring property lines unless waived by the abutting property owner on the side so affected.
- (3) The land management plan may be revoked for failure to comply with the requirements thereof. A notice of intent to revoke a land management plan is appealable to the environmental board. An application for such an appeal shall be submitted within 15 days of the notice of intent.
- (4) Each application for a land management plan shall be on a form provided by the department of community development. A copy of the application shall be mailed by the applicant or given personally by the applicant to each of the owners of record, as listed in the office of the assessor, of the property situated in whole or in part within 200 feet of the boundaries of the properties affected. The director of community development shall provide the list of the property owners who are to be notified of the application. The applicant shall certify, under oath, on a form to be furnished by the director, that such owners have been duly notified and the manner in which they have been notified. If, within 15 days of receipt of a copy of the application, any of such property owners files written objections to the application with the director, the director shall refer the application to the environmental board for hearing and decision. If no objections to the application are filed, the director shall grant a permit for the land management plan.
- (5) The owner or operator of land in the city may appeal from a decision of the director refusing to grant a permit for a land management plan. Any such appeal shall be to the environmental board, and the application therefore shall be submitted within 15 days of the notice of denial of the land management plan.
- (6) The granting of a permit for a land management plan shall give the owner or operator no vested rights in the plan and, should this subsection be notified, repealed or otherwise amended, the owner or operator shall forthwith comply with this subsection, as so modified, repealed or amended.
- (j) The remedies provided for herein are not exclusive and civil action, or any other enforcement action allowed by law may also be brought immediately upon violation of this section.

(Ord. No. 00-10, § 670.04, 9-5-2000; Ord. No. 04-05, 2-22-2005)

Sec. 24-115. Accumulations on streets and sidewalks.

- (a) *Dumping.* No person shall deposit, place, leave or dump leaves, hay, grass, straw, weeds, branches, holiday tree or other plant material decorations or other similar materials on any street, sidewalk, easement or alley.
- (b) *Removal.* If leaves, hay, grass, straw, weeds, branches, holiday tree or other plant material decorations or other similar materials have accumulated on any street, sidewalk, easement or alley for whatever reason, such materials shall be promptly removed by the owner or occupant of any property abutting the street, sidewalk, easement or alley upon which the same may be found.
- (c) *Exception.* Notwithstanding subsections (a) and (b) hereof, the accumulation of the materials delineated in this section may be permitted for not more than 72 hours before the material is scheduled to be removed by

a city-sponsored leaf pickup program, so long as the accumulation does not create a traffic hazard or endanger persons and property.

Subsection 2: Amendments to Article 12, Chapter 42, Land Development Regulations

That Article 12 of Chapter 42, Land Development Regulations, is hereby amended by deleting Sections 42-1311, 42-1312, 42-1313, 42-1314, 42-1315, 42-1316, 42-1317 and 42-1318 and replacing these sections with the applicable Section of the 2021 International Property Maintenance Code.

~~Sec. 42-1311. Definitions.~~

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

~~*Accessory use* shall be defined as in section 42-85.~~

~~*Barrier* means a fence, wall, building wall, approved gate or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.~~

~~*Indoor pool* means any swimming pool which is totally contained within a residential structure and surrounded on all sides by walls of the structure.~~

~~*Main building* shall be defined as in section 42-85.~~

~~*Porch* shall be defined as in section 42-85.~~

~~*Private* means not public or semipublic as provided in swimming pool regulations established by the state department of public health.~~

~~*Separation fence* means a barrier which separates all doors of a dwelling unit with direct access to a swimming pool from the swimming pool.~~

~~*Structure* shall be defined as in section 42-85.~~

~~*Swimming pool* and *pool* mean any area capable of containing water and of being used for swimming, wading or bathing, having a depth of two feet or more at any point and which is not an indoor pool.~~

(Ord. No. 99-07, § 1470.01, 4-6-1999)

Cross reference(s)—Definitions generally, § 1-2.

~~Sec. 42-1312. Applicability of article.~~

(a)—This article applies to all pools, except that where state regulations are more restrictive, such regulations shall apply.

(b)—This article does not apply to any indoor pool.

(c)—Spas, hot tubs, jacuzzis and whirlpools are not regulated by this article if they remain completely covered and locked with a key or combination type lock while not in use. If not so covered and locked, they shall comply with all requirements for swimming pools in this article.

(Ord. No. 99-07, § 1470.02, 4-6-1999)

Sec. 42-1313. Responsibility for enforcement; right of entry.

- (a) ~~The department of community development shall enforce the provisions of this article relative to health, safety and sanitation.~~
- (b) ~~The department of community development and police department shall assist and consult each other in the enforcement of this article.~~
- (c) ~~All enforcing departments, by their authorized agents, shall have the right to enter upon premises where any swimming pool is located within the city, at any reasonable hour, for the purpose of inspecting the pool and surrounding area for compliance with this article.~~

(Ord. No. 99-07, § 1470.08, 4-6-1999)

Sec. 42-1314. Permit.

No person shall construct, operate, maintain or use a swimming pool without first obtaining a permit therefor from the department of community development in accordance with this article. An application for such a permit shall be accompanied by a complete and detailed set of plans and specifications for the swimming pool, including the plot plan, pool dimensions, the location and type of waste disposal system, structural calculations and details, and fence and gate details, as deemed necessary by the department of community development. Before any such permit is issued, such plans and specifications shall be approved by the department of community development. Before a swimming pool is used, a final inspection shall be made and approval obtained from the department of community development. The associated fees for the construction of a swimming pool shall be established by resolution of the city council.

(Ord. No. 99-07, § 1470.03, 4-6-1999)

Sec. 42-1315. Location; construction standards.

- (a) ~~Location.~~ Swimming pools shall meet the following standards:
 - (1) ~~Swimming pools must meet all requirements of section 42-121 except as provided in subsections (a)(2) and (a)(3) of this section.~~
 - (2) ~~Swimming pools must fulfill the property line setback requirements established in the applicable zoning district, except that swimming pools may be situated within a required rear or side yard not closer than eight feet to any side or rear property line.~~
 - (3) ~~Swimming pools may be constructed immediately adjacent to a porch or covered deck/patio as long as the water's edge is at least ten feet from the main building or any detached accessory building vertical wall enclosure (not including support columns with dimensions of less than 12 inches).~~
- (b) ~~Electrical wiring.~~ All electrical wiring used on, in or about the premises upon which the pool is located shall conform in all respects to the electrical code of the city (article 8, division 3 of this chapter).
- (c) ~~Drainage plan.~~ Drainage plans for a pool shall be submitted to the department of community development for approval before a permit is issued.
- (d) ~~Filter system.~~ Pool construction shall be such that all scum, splash and deck water shall not return to the pool except through a filter system.

(Ord. No. 99-07, § 1470.04, 4-6-1999)

Sec. 42-1316. Water supply.

- (a) — Swimming pools shall be provided with a potable water supply. The water supply line to the pool shall be protected against backflow of water by means of a fixed air gap of six inches or more above the highest possible water level, or by an approved vacuum breaker or other approved backflow prevention device installed in an approved manner. All filter pipe shall be located so as to prevent hazards to bathers.
- (b) — Swimming pools shall have adequate recirculation and filtration of pool water, subject to the department of community development's review.

(Ord. No. 99-07, § 1470.05, 4-6-1999)

Sec. 42-1317. Fences and gates.

- (a) — A swimming pool shall be provided with a barrier that shall be installed, inspected and approved prior to plastering or filling with water. The barrier shall comply with the following:
 - (1) The top of the barrier shall be at least 48 inches above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be two inches measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above grade, the barrier may be at ground level or mounted on top of the pool structure, and the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be four inches.
 - (2) Openings in the barrier shall not allow passage of a four-inch diameter sphere.
 - (3) Solid barriers which do not have openings shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.
 - (4) Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches, the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1¾ inches in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1¾ inches in width.
 - (5) Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more, spacing between vertical members shall not exceed four inches. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1¾ inches in width.
 - (6) Maximum mesh size for chainlink fences shall be a 2¼-inch square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to no more than 1¾ inches.
 - (7) Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall be no more than 1¾ inches.
 - (8) Access gates shall comply with the requirements of this section and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outwards, away from the pool, and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches from the bottom of the gate, the release mechanism shall be located on the pool side of the gate at least three inches below the top of the gate, and the gate and barrier shall have no openings greater than one-half inch within 18 inches of the release mechanism.
 - (9) Where a wall of a building serves as part of the barrier, one of the following shall apply:

- a. ~~All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and its screen are opened. The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house or other structure during normal household activities. The alarm shall automatically reset under all conditions. The alarm shall be equipped with a manual means to temporarily deactivate the alarm for a single opening. The deactivation shall last no more than 15 seconds. The deactivation switch shall be located at least 54 inches above the threshold of the door;~~
 - b. ~~The pool shall be equipped with a power safety cover which complies with ASTM F 1346; or~~
 - c. ~~Other means of protection, such as self-closing doors with self-latching devices located a minimum of 54 inches above the floor, which are approved by the administrative authority shall be accepted so long as the degree of protection afforded is not less than the protection afforded by items listed in subsections (a)(9)a and (a)(9)b of this section.~~
- (10) ~~Where an aboveground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps, then the ladder or steps either shall be capable of being secured, locked or removed to prevent access, or the ladder or steps shall be surrounded by a barrier which meets the requirements of this section. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a four-inch-diameter sphere.~~
- (11) ~~Barriers shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.~~
- (12) ~~At such time as an existing fence or gate which does not comply with the requirements of this section requires replacement, the requirements of this section shall be met.~~
- (b) ~~For the purpose of determining suitable alternate types of fences, backflow prevention devices and other requirements of this section, the construction board of appeals is hereby granted the authority to make such rulings.~~

(Ord. No. 99-07, § 1470.06, 4-6-1999)

Sec. 42-1318. Maintenance and operation.

- (a) ~~*Generally.* All the equipment, construction and apparatus referred to in this article shall be maintained, operated and used as intended, in a safe and sanitary manner.~~
- (b) ~~*Lighting.* All lighting shall be so shielded, arranged and operated as to prevent annoyance to neighboring premises.~~
- (c) ~~*Sanitation.* The pool, its environs and its operation shall be clean and sanitary at all times, and the pool shall be kept free of floating material, sediment, scum and debris.~~
- (d) ~~*Disinfection of water.* Disinfecting agents shall be applied to the pool water in such a manner as to provide adequate germicidal or bacterial protection. A standard of 0.3 to 1.0 parts per million chlorine residual is considered acceptable. The pH (alkalinity and acidity) of the pool shall be maintained between 7.0 and 8.0. Adequate testing devices shall be provided.~~

Subsection 3: Amendments to Article 13, Chapter 42, Land Development Regulations

That Article 13 of Chapter 42, Land Development Regulations, is hereby amended by deleting

sections 42-1341, 42-1342, 42-1343, 42-1344, 42-1345, 42-1346, 42-1347, 42-1348, 42-1349, 42-1350, 42-1351, 42-1352 and 42-1353 and replacing these sections with the applicable sections of the 2021 International Property Maintenance Code.

~~Sec. 42-1341. General.~~

~~When a structure is found by the director of community development to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this Code.~~

~~(Ord. No. 11-04, § 1, 12-7-2004)~~

~~State law reference(s)—Dangerous buildings, MCL 125.538 et seq., MSA 5.2891(18) et seq.~~

~~Sec. 42-1342. Unsafe structures.~~

~~An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, because such structure is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible, or that is defined as unsafe or dangerous in section 139 of Public Act No. 167 of 1917 (MCL 125.539, MSA 5.2891(19)).~~

~~(Ord. No. 11-04, § 1, 12-7-2004)~~

~~Sec. 42-1343. Structure unfit for human occupancy.~~

~~A structure is unfit for human occupancy whenever the director of community development finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lack maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by the Portage Code of Ordinances, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.~~

~~(Ord. No. 11-04, § 1, 12-7-2004)~~

~~Sec. 42-1344. Unlawful structure.~~

~~An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this Code, or was erected, altered or occupied contrary to law.~~

~~(Ord. No. 11-07, § 1, 12-7-2004)~~

~~Sec. 42-1345. Notice.~~

~~Whenever the director of community development has determined that a structure is unsafe, unfit, or unlawful, under the provisions of this article, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner and any occupant of such structure listed in the tax rolls at the assessment office. The notice shall:~~

- ~~(1) Include a description of the real estate sufficient for identification. This may be a street number or other description.~~
- ~~(2) Include a description of the defects, conditions and/or violations of the provisions of this article or any rule or regulation adopted pursuant thereto.~~

(3) Be directed to the owner, and any occupant, of the premises list in the tax rolls at the assessor's office.

(4) Be in writing and be served upon the person to whom it is directed personally or, in lieu of personal service, may be mailed by certified mail, return receipt requested, addressed to such person at the address shown on the tax record in the assessor's office and to a person occupying the premises. Alternatively, if the notice is returned showing that the notice was not delivered, the notice shall be posted in a conspicuous place in or about the structure affected by the notice.

(5) With the exception of "Closing of vacant structures" pursuant to section 42-1350, and "Emergency measures" pursuant to section 42-1351, state that if the premises have not been made habitable within 30 days from the date of mailing such notice, further legal proceedings will be commenced.

{Ord. No. 11-04, § 1, 12-7-2004}

Sec. 42-1346. Placarding.

Upon failure of the owner or person responsible to comply with the notice provisions within the time given, or in accordance with the provisions of sections 42-1350 and 42-1351, the director of community development shall post on the premises a placard reading substantially as follows:

UNSAFE
DO NOT ENTER

It is a misdemeanor to occupy this premises or structure
\$500.00 fine for removing or defacing this notice
Department of Community Development
City of Portage

{Ord. No. 11-04, § 1, 12-7-2004}

Sec. 42-1347. Placard removal.

The director of community development shall remove the unsafe placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes an unsafe placard without the approval of the director of community development shall be guilty of a misdemeanor.

{Ord. No. 11-04, § 1, 12-7-2004}

Sec. 42-1348. Prohibited occupancy.

Any person who shall occupy a placarded premises and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises shall be guilty of a misdemeanor.

{Ord. No. 11-04, § 1, 12-7-2004}

Sec. 42-1349. Transfer of ownership.

It shall be unlawful for the owner of any dwelling unit or structure who has received or upon whom has been served a notice pursuant to this article, to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the notice have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation

issued by the director of community development a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt without condition for making the corrections or repairs required by such compliance order or notice of violation.

(Ord. No. 11-04, § 1, 12-7-2004)

Sec. 42-1350. Closing of vacant structures.

If a structure the director of community development determines is unsafe, unfit for human occupancy, or unlawful, is vacant, and is not in danger of structural collapse, the director of community development is authorized to post an unsafe placard on the premises, as provided in section 42-1346, order the structure closed up so as not to be an attractive nuisance, and post and serve a notice as provided in section 42-1345. Upon failure of the owner to close up the premises within the time specified in the correction notice, the director of community development shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected in the same manner in all respects as provided by law for the collection of taxes or any other legal means by law.

(Ord. No. 11-04, § 1, 12-7-2004)

Sec. 42-1351. Emergency measures.

- (a) *Imminent danger.* When, in the opinion of the director of community development, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, the director of community development is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The director of community development shall cause to be posted at each entrance to such structure an unsafe placard as provided in section 42-1346. It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.
- (b) *Temporary safeguards.* Notwithstanding other provisions of this Code, whenever, in the opinion of the director of community development, there is imminent danger due to an unsafe condition, the director of community development shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted, and shall cause such other action to be taken as the director of community development deems necessary to meet such emergency.
- (c) *Emergency repairs.* For the purposes of this section, the director of community development shall employ the necessary labor and materials to perform the required work as expeditiously as possible.
- (d) *Costs of emergency repairs.* Costs incurred in the performance of emergency work shall be paid by the city. The legal counsel of the city may institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.
- (e) *Hearing.* Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the construction board of appeals, be afforded a hearing as described in this article.

(Ord. No. 11-04, § 1, 12-7-2004)

Sec. 42-1352. Hearings.

Upon expiration of the 30-day period referred to in section 42-1345(5), or in the case of the closing of vacant structures pursuant to section 42-1350, and emergency measures pursuant to section 42-1351, if the premises have not been made habitable or safe in accordance with the description of the defects, conditions and/or violations of the provisions of this article, the director of community development shall give notice to the owner, and any occupant, of the premises listed in the tax rolls at the assessor's office. Such notice shall:

- (1) Include a description of a real estate sufficient for identification. This may be a street number or other description.
- (2) Include a description of the defects, conditions and/or violations of the provisions of this article or any rule or regulation adopted pursuant thereto.
- (3) Be directed to the owner, and any occupant, of the premises.
- (4) Specify the time and place of a hearing on the condition of the premises at which time and place the person to whom the notice is directed shall have the opportunity to show cause why the premises should not be ordered demolished or otherwise made safe.
- (5) Be in writing and be served upon the person to whom it is directed personally, or, in lieu of personal service, may be mailed by certified mail, return receipt requested, addressed to such owner or other party at the address shown on the tax records at least 15 days before the date of the hearing described in the notice. If a person to whom a notice is directed is not personally served, in addition to mailing a notice, a copy thereof shall be posted upon a conspicuous part of the premises.
- (6) Be filed with the construction board of appeals.
- (7) State that the owner, and any occupant, of the premises shall have the right at the hearing to cross examine witnesses who testify against the owner's and/or occupant's interests and the right to produce witnesses on his own behalf, including the use of pictures, videotapes or other recording devices.
- (8) State that any decision made by the construction board of appeals may be appealed to the council for review and, after review by the council, may be appealed to the circuit court within 20 days after the decision of the council.

(Ord. No. 11-04, § 1, 12-7-2004)

Sec. 42-1353. Hearing procedure; orders; appeals.

At any hearing held pursuant to the provisions of this article:

- (1) The construction board of appeals shall take the testimony of the director of community development, or other qualified city official, the owner of the premises and any interested parties pursuant to this article. The use of pictures, videotapes or other recording devices shall be allowed into evidence at the hearing. Not more than five days after completion of the hearing, the board shall render a decision either closing the proceedings or ordering the building or structure demolished, otherwise made safe, or properly maintained.
- (2) If the board determines that the building or structure should be demolished, otherwise made safe, or properly maintained, the board shall enter an order that specifies what action the owner or occupant shall comply with the order. A copy of the order shall be served upon the person to whom it is directed personally or, in lieu of personal service, may be mailed by certified mail, addressed to such person at the address shown on the tax records in the assessor's office and to a person occupying the premises.

Alternatively, if the notice shall be posted in a conspicuous place in or about the structure affected by the notice.

- (3) If the owner, agent or occupant fails to appear or neglects or refuses to comply with the order, the board shall file a report of its findings and a copy of such order with the city clerk for referral to the council and request that the council authorize the director of community development to take the necessary action to demolish the building or structure, maintain the building or structure, or otherwise make the building or structure safe.
- (4) The owner, agent, or occupant may appeal the decision of the board by requesting, within ten days after the board's decision, a hearing before the council. When an appeal is filed, the council shall fix a date for the hearing, reviewing the findings and order of the board, and shall give notice to the owner, agent or occupant, in the manner prescribed in this article, of the time and place of the hearing. At the hearing, the owner or occupant shall be given the opportunity to show cause why the building or structure should not be demolished, maintained, or otherwise made safe and the council shall either approve, disapprove or modify the order for demolition, maintaining or making safe of the building or structure.
- (5) The owner or occupant in whose name the property appears upon the tax rolls shall be notified of the amount of the cost of the demolition, of making the building safe, or of maintaining the exterior of the building or structure or grounds adjoining the building or structure by first class mail at the address shown on the records. If the owner or occupant fails to pay the cost within 30 days after mailing of the notice of the amount of the cost, the city shall have a lien for the cost incurred by the city to bring the property into compliance with this article. The lien shall not take effect until notice of the lien has been filed or recorded as provided by law. The assessor shall add the costs to the next tax roll of the city and such amount shall be collected in the same manner in all respects as provided by law for the collection of taxes. Alternatively, the city may bring an action against the owner of the building or structure for the full cost of the demolition, of making the building safe, or of maintaining the exterior of the building or structure or grounds adjoining the building or structure. A city, village, or township shall have a lien on the property for the amount of the judgment obtained in such action.

Subsection 4: Amendments to Article 14, Chapter 42, Land Development Regulations

That Article 14 of Chapter 42, Land Development Regulations, is hereby amended by deleting sections 42-1371 through 42-1429 and replacing these sections with the applicable sections of the 2021 International Property Maintenance Code.

Sec. 42-1371. Definitions.

Definitions applicable to the building code apply to this article. In addition, the following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Approved means, as applied to a material, device or method of construction, approved by the director of community development under this chapter or approved by another authority designated by law to give approval in the matter in question.

Building code means such legislation as may be enacted for the regulation of construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of buildings and structures.

Cellar means that portion of a building which is partly or completely below grade and which has at least one-half of its height below grade.

(Ord. No. 00-11, § 1480.02, 9-5-2000)

Sec. 42-1372. Purpose.

The purpose of this article is to protect the public health, safety and welfare of the citizenry and the quality of life in the community regarding buildings and on premises by establishing minimum standards for basic equipment and facilities; for light and ventilation; for heating and cooling; for safety from fire; for the safe use of space to prevent overcrowding; for safe and sanitary maintenance; for fixing the responsibilities of owners, operators and occupants of all structures; for other conditions which may be deemed to constitute a menace to the safety, health or welfare of occupants of such structures or premises; and for administration, enforcement and penalties.

(Ord. No. 00-11, § 1480.01, 9-5-2000)

Sec. 42-1373. Compliance and interpretation.

- (a) — Every portion of a building or premises used or intended to be used shall comply with this article, irrespective of when such building has been constructed, altered or repaired, except as otherwise provided in this article.
- (b) — Any alteration to a building, or a change of use therein, which may be caused directly or indirectly by the enforcement of this article shall be done in accordance with applicable sections of the building code.
- (c) — Nothing in this article shall permit the establishment or conversion of a structure or premises, or the continuation of a nonconforming use, in any district as regulated in article 4 of this chapter.
- (d) — This article establishes minimum requirements for the initial and continued occupancy of all buildings and structures and does not replace or modify requirements otherwise established for the construction, repair, alteration or use of buildings, equipment or facilities except as provided in this section.

(Ord. No. 00-11, § 1480.03(a) — (c), (e), 9-5-2000)

Secs. 42-1374—42-1390. Reserved.

DIVISION 2. ADMINISTRATION AND ENFORCEMENT¹

Sec. 42-1391. Generally.

The director of community development, or designee, shall enforce this article as provided in this section. The director may make or cause to be made inspections to determine the conditions of all structures and premises in order to safeguard the safety, health and welfare of the public under this article and may enter any structure or premises at any reasonable time for the purpose of performing his duties under this article. The owner, occupant or operator of a structure or premises, or the person in charge thereof, shall give the director free access thereto, and to all parts thereof and to the premises on which it is located, at all reasonable times for the purpose of such an inspection.

(Ord. No. 00-11, § 1480.04, 9-5-2000)

Sec. 42-1392. Appeals.

- (a) — An owner or person who is aggrieved with the ruling or decision of the enforcement officer in any matter relative to the interpretation or enforcement of any of the provisions of this article may appeal the decision

¹Cross reference(s)—Administration, ch. 2.

or interpretation. Such appeal must be filed with the appropriate authority, in writing, within ten days of the date of the rendition of the ruling or decision.

- (b) ~~The appeal shall be decided by the construction board of appeals, which shall have the duty, responsibility and authority over matters referred to it.~~

(Ord. No. 00-11, § 1480.05, 9-5-2000)

Sec. 42-1393. Violations.

- (a) ~~*Notice.* Whenever the director of community development determines that there has been, or that there are reasonable grounds to believe that there has been, a violation of any of the provisions of this article, he shall give notice of such violation or alleged violation to the person responsible therefor. Such notice shall:~~

- ~~(1) Be in writing;~~
- ~~(2) Include a description of the real estate sufficient for identification;~~
- ~~(3) Specify the violation which exists and the remedial action required; and~~
- ~~(4) Allow a reasonable time for the performance of any act the notice requires.~~

- (b) ~~*Service of notice.* A notice of violation shall be served upon the owner of record, provided that such notice is deemed to be properly served upon such owner:~~

- ~~(1) Be delivering a copy thereof to him personally;~~
- ~~(2) If the owner is not found, by leaving a copy of the notice at his usual place of abode with a person of suitable age and discretion who shall be informed of the contents thereof;~~
- ~~(3) By sending a copy thereof by mail to his last known address; or~~
- ~~(4) If the letter with the copy is returned showing it has not been delivered to him, by posting a copy thereof in a conspicuous place in or about the structure affected by the notice.~~

- (c) ~~*Prosecution of violation.* In case any violation order is not promptly fulfilled, the director of community development may initiate enforcement action, including the issuance of a civil infraction ticket or such other action against the person responsible for the violation, ordering him to:~~

- ~~(1) Restrain, correct or remove the violation or refrain from any further execution of work;~~
- ~~(2) Restrain or correct the erection, installation or alteration of such building;~~
- ~~(3) Remove the work in violation;~~
- ~~(4) Prevent the occupation or use of the building, structure or part thereof erected, constructed, installed or altered in violation of, or not in compliance with, any of the provisions of this article, or in violation of a plan or specification under which an approval, permit or certificate was issued; or~~
- ~~(5) Comply with the penalty for violation of this article.~~

(Ord. No. 00-11, § 1480.15, 9-5-2000)

~~Secs. 42-1394—42-1420.~~

~~Reserved.~~DIVISION 3. STANDARDS

~~Sec. 42-1421. Roominghouses.~~

Notwithstanding any other provisions of this article, the following requirements apply to roominghouses:

- ~~(1) *Water closet, lavatory and bath facilities.* At least one water closet, lavatory basin and bathtub or shower, properly connected to an approved water and sewer system and in good working condition, shall be supplied for each four rooms in a roominghouse wherever such facilities are shared. All such facilities shall be located in the residence building served, shall be directly accessible from a common hall or passageway and shall be not more than one story removed from any of the persons sharing such facilities. Every lavatory basin and bathtub or shower shall be supplied with hot and cold water at all times. Such required facilities shall not be located in a cellar.~~
- ~~(2) *Minimum floor area for sleeping purposes.* Every room occupied for sleeping purposes by one occupant shall contain at least 70 square feet of floor area, and every room occupied for sleeping purposes by more than one person shall contain at least 50 square feet of floor area for each occupant thereof.~~
- ~~(3) *Bed linen and towels.* The operator of a roominghouse shall supply bed linen and towels therein at least once each week and prior to the letting of a room to another occupant. The operator is responsible for the maintenance of all supplied bedding in a clean and sanitary manner.~~
- ~~(4) *Window coverings.* Every window of a rooming unit shall be supplied with shades, draw drapes or other devices or material which, when properly used, will afford privacy to the occupant of the rooming unit.~~
- ~~(5) *Sanitary conditions.* The operator of a roominghouse is responsible for the sanitary maintenance of all walls, floors, ceilings and every other part of the roominghouse and is responsible, further, for the sanitary maintenance of the entire premises where the entire structure or building within which the roominghouse is contained is leased or occupied by the operator.~~
- ~~(6) *Sanitary facilities.* Every water closet, flush urinal, lavatory basin and bathtub or shower required in subsection (1) of this section shall be located within the roominghouse and within a room which:
 - a. — Affords privacy and is separate from the habitable rooms; and
 - b. — Is accessible from a common hall and without going outside the rooming house or through any other room therein.~~

(Ord. No. 00-11, § 1480.14, 9-5-2000)

~~Sec. 42-1422. Exterior structure and property.~~

- ~~(a) — *Foundations, walls and roof.* Every foundation, exterior wall, roof or other exterior surface shall be maintained in a workmanlike state of maintenance and repair and shall be kept in such condition as to exclude rodents.~~
- ~~(b) — *Foundations.* The foundation elements shall adequately support the building at all points.~~
- ~~(c) — *Exterior walls.* Every exterior wall shall be free of holes, breaks, loose or rotting boards or timbers and any other condition which might admit rain or dampness to the interior portions of the walls or to the occupied spaces. All exterior surface material must be painted in accordance with acceptable standards, and all siding material must be kept in repair.~~

- (d) — *Roofs.* The roof shall be structurally sound, tight and have no defects which might admit rain, and roof drainage shall be adequate to prevent rain water from causing dampness in the walls or interior portions of the building.
- (e) — *Stairs, porches and railings.* Stairs and other exit facilities shall be adequate for safety as provided in the building code and shall comply with the following:
- (1) *Structural safety.* Every outside stair, porch and appurtenance attached thereto shall be so constructed as to be safe to use and capable of supporting the loads to which it is subjected shall be kept in sound condition and good repair.
 - (2) *Handrails.* Where the director deems it necessary for safety, every flight of stairs which is more than two risers high shall have handrails so located as required by the building code, and every porch which is more than two risers high shall have handrails so located and of such design as required by such code. Every handrail and balustrade shall be firmly fastened and maintained in good condition.
- (f) — *Windows, doors and hatchways.* Every window, exterior door and basement hatchway shall be substantially tight and shall be kept in sound condition and repair as follows:
- (1) *Glazing of windows.* Every window sash shall be fully supplied with glass window panes or an approved substitute which are without open cracks or holes.
 - (2) *Tightness of windows.* Every window sash shall be in good condition and fit reasonably tight with its frame.
 - (3) *Free movement of windows.* Every window, other than a fixed window, shall be capable of being easily opened and shall be held in position by window hardware.
 - (4) *Door hardware.* Every exterior door, door hinge and door latch shall be maintained in good condition.
 - (5) *Fit of doors in frames.* Every exterior door, when closed, shall fit reasonably well within its frame.
 - (6) *Fit of window and door frames in walls.* Every window, door and frame shall be constructed and maintained in such relation to the adjacent wall construction so as to exclude rain as completely as possible, and to substantially exclude wind from entering the dwelling or structure.
 - (7) *Basement hatchways.* Every basement hatchway shall be constructed and maintained so as to prevent the entrance of rodents, rain and surface drainage water into the dwelling or structure.
- (g) — *Exit doors.* Every door available as an exit shall be capable of being opened from the inside easily and without the use of a key.
- (h) — *Screening.* Guards and screens shall be supplied for protection against rodents and insects in accordance with the following requirements:
- (1) *Guards for basement windows.* Each basement or cellar window which is openable shall be supplied with corrosion-resistive rodent proof shields of not less than No. 22 galvanized sheet gage (0.034 inch) perforated steel sheets, No. 20 B & S gage sheet aluminum, or No. 16 steel wire gage (0.063 inch) expanded metal or wire mesh screens, with not more than one-half inch mesh openings, or with other material affording equivalent protection against the entry of rodents, including storm windows.
 - (2) *Insect screens.* From June 1 to October 15 of each year, every door and every window or other outside opening used for ventilation purposes, shall be supplied with approved screening, and every swinging screen door shall have a self-closing device in good working condition, except that such screens are not required for a dwelling unit on a floor above the fifth floor.
- (i) — *Exterior property areas.* Exterior property areas shall be maintained in a manner consistent with chapter 24 of this Code.

Sec. 42-1423. Interior structure.

- (a) *Dampness.* In every building, cellars, basements and crawl spaces shall be maintained reasonably free from dampness to prevent conditions conducive to decay or deterioration of the structure as required by the building code.
- (b) *Structural members.* The supporting structural members of every building shall be maintained structurally sound, showing no evidence of deterioration which would render them incapable of carrying the imposed loads in accordance with the building code.
- (c) *Interior stairs and railings.* Stairs shall be provided in every structure as required by the building code and as follows:
 - (1) *General maintenance.* All interior stairs of a structure shall be maintained in sound condition and good repair by replacing treads and risers that evidence excessive wear or are broken, warped or loose. Every inside stair shall be so constructed and maintained as to be safe to use and capable of supporting a load as required by the building code.
 - (2) *Handrails.* Every stairwell and flight of stairs, which is more than two risers high, shall have handrails or railings located in accordance with the building code. Every handrail or railing shall be firmly fastened and maintained in good condition. Properly balustrated railings, capable of bearing normally imposed loads as required by the building code, shall be placed on the open portions of stairs, balconies, landings and stairwells.
- (d) *Bathroom and kitchen floors.* Every toilet, bathroom and kitchen floor surface shall be constructed and maintained so as to be substantially impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.
- (e) *Sanitation.* The interior of every dwelling and structure shall be maintained in a clean and sanitary condition, free from any accumulation of rubbish or garbage. Rubbish, garbage and other refuse shall be properly kept inside temporary storage facilities as required under section 42-1424(d), (e).
- (f) *Insects and rodents.* Buildings shall be kept free from insect and rodent infestation, and where insects or rodents are found, they shall be promptly exterminated by acceptable processes, which will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation. Such extermination shall be pursuant to the following:
 - (1) *Extermination from buildings.* The owner of a dwelling is responsible for the extermination of insects, rodents, vermin or other pests whenever infestation exists in two or more of the dwelling units therein or in a shared or public part of the structure.
 - (2) *Extermination from dwelling units.* The occupant of a dwelling unit is responsible for such extermination within the unit occupied by him whenever his dwelling unit is the only unit in the building that is infested.
 - (3) *Responsibility of owner.* Notwithstanding subsections (f)(1) and (f)(2) of this section, whenever infestation of insects, rodents, vermin or other pests is caused by failure of the owner to maintain a dwelling in a vermin proof condition, extermination is the responsibility of the owner.
- (g) *Interior walls, ceilings and floors.* All interior walls, ceilings and floors shall be structurally sound in good repair, free from defects, clean and painted and decorated.

Sec. 42-1424. Facilities required.

- (a) *Sanitary facilities.* The following minimum sanitary facilities shall be supplied and maintained in a sanitary, safe working condition:
- (1) *Water closets.* Every dwelling unit shall contain within its walls a room, separate from the habitable rooms, which afford privacy and which is equipped with a water closet.
 - (2) *Lavatories.* Every dwelling unit shall contain a lavatory which, when a water closet is required, shall be in the same room with such water closet.
 - (3) *Bathtubs and showers.* Every dwelling unit shall contain a room which affords privacy to a person in such room and which is equipped with a bathtub or shower.
 - (4) *Kitchen sinks.* Every dwelling unit shall contain a kitchen sink, apart from the lavatory required under subsection (a)(2) of this section.
- (b) *Water and sewerage systems.* Every kitchen sink, lavatory basin, bathtub or shower and water closet required under subsection (a) of this section shall be properly connected to either a public water and sewerage system or to an approved private water and sewerage system. All sinks, lavatories, bathtubs and showers shall be supplied with hot and cold running water. Every dwelling unit shall be supplied with water heating facilities which are installed in an approved manner, properly maintained and properly connected with hot water lines to the fixtures required to be supplied with hot water under this subsection. Water heating facilities shall be capable of heating water to such a temperature as to permit an adequate amount of water to be drawn at every required kitchen sink, lavatory basin, bathtub, shower and laundry facility or other similar unit, at a temperature of not less than 120 degrees Fahrenheit at any time needed.
- (c) *Heating.* Every dwelling shall have heating facilities, and the owner of the heating facilities shall be required to see that they are properly installed, safely maintained and in good working condition and are capable of safely and adequately heating all habitable rooms, bathrooms and toilet rooms located therein, to a temperature of at least an average of 70 degrees Fahrenheit with an outside temperature of ten degrees below zero. The owner shall maintain a minimum average room temperature of 70 degrees Fahrenheit in all habitable rooms, including bathrooms and toilet rooms when rented, at all times on the basis of an outside temperature of ten degrees below zero. Such room temperatures shall be existent at a level of three feet above the floor level and three or more feet from an exterior wall. Every heating or water heating facility and incinerator shall be installed and operated in accordance with the building code and the air pollution control ordinance of the city.
- (d) *Rubbish storage.* Every dwelling or dwelling unit shall be supplied with approved containers and covers for the storage of rubbish, and the owner, operator or agent in control of such dwelling is responsible for the removal of such rubbish.
- (e) *Garbage storage or disposal.* Every dwelling or dwelling unit shall be supplied with an approved garbage disposal facility, which may be any adequate mechanical garbage disposal unit (mechanical sink grinder) in each dwelling unit; an incinerator unit, to be approved by the director of community development, in the structure for the use of the occupants of each dwelling unit; or approved outside garbage cans.

(Ord. No. 00-11, § 1480.08, 9-5-2000)

Sec. 42-1425. Installation and maintenance of facilities.

- (a) *Facilities and equipment.* All required equipment and all building space and parts in every building or structure shall be constructed and maintained so as to properly and safely perform their intended functions in accordance with the building code. All building facilities shall be maintained in a clean and sanitary condition by the occupant so as not to breed insects and rodents or produce dangerous or offensive gases or odors.

- (b) *Plumbing fixtures.* In buildings and structures, water lines, plumbing fixtures, vents and drains shall be properly installed, connected and maintained in working order and shall be kept free from obstructions, leaks and defects and capable of performing the functions for which they are designed. All repairs and installations shall be made in accordance with the building code and the plumbing code.
- (c) *Plumbing systems.* In buildings and structures, every plumbing stack, waste and sewer line shall be so installed and maintained as to function properly and shall be kept free from obstructions, leaks and defects to prevent structural deterioration or health hazards. All repairs and installations shall be made in accordance with the building code and the plumbing code.
- (d) *Heating equipment.* Every space heating, cooking and water heating device located in a building or structure shall be properly installed, connected and maintained and shall be capable of performing the function for which it was designed in accordance with the building and mechanical codes.
- (e) *Electrical outlets and fixtures.* Every electrical outlet or fixture, as required in section 42-1425(b), shall be installed, maintained and connected to the source of electric power in accordance with the building code and the electrical code of the city. When the director finds that the electrical system in a building constitutes a hazard to the occupants of the building by reason of inadequate service, improper fusing, insufficient outlets, improper wiring or installation, deterioration or damage, or for similar reasons, he shall require the defects to be corrected to eliminate the hazard.

(Ord. No. 00-11, § 1480.09, 9-5-2000)

Sec. 42-1426. Construction and space requirements; room layout.

- (a) *Minimum ceiling height.* A habitable room in an existing building shall have a clear ceiling height over the minimum area required by this chapter of not less than 7½ feet except that in attics or top half-stories, the ceiling height shall not be less than seven feet over not less than one-third of the minimum area required in this article when used for sleeping, study or a similar activity. In calculating the floor area of such a room, only those portions of the floor area of the room having a clear ceiling height of five feet or more may be included.
- (b) *Required space in dwelling units.* Every dwelling unit shall contain a minimum gross floor area of not less than 150 square feet, for the first occupant, and 100 square feet for each additional occupant. The floor area shall be calculated on the basis of the total area of all habitable rooms.
- (c) *Required space in sleeping rooms.* In every dwelling unit, every room occupied for sleeping purposes by one occupant shall have a minimum gross floor area of at least 70 square feet. Every room occupied for sleeping purposes by more than one occupant shall contain at least 50 square feet of floor area for each occupant thereof.
- (d) *Access of dwelling unit to commercial use.* A habitable room, bathroom or water closet compartment which is accessory to a dwelling unit shall not open directly into, or be used in conjunction with, a food store, barber or beauty shop, doctor's or dentist's examination or treatment room or a similar room used for public purposes.
- (e) *Access to bath and second sleeping room.* A residence building or dwelling unit containing two or more sleeping rooms shall not have rooms so arranged that access to a bathroom or water closet compartment intended for use by occupants of more than one sleeping room can be had only by going through another sleeping room. The rooms shall not be arranged so that access to a sleeping room can be had only by going through another sleeping room or a bathroom or water closet compartment. An existing one-family dwelling where no lodgers are occupants may be exempt from the requirement concerning access through a first sleeping room.
- (f) *Occupancy of dwelling units below grade.* No dwelling unit partially below grade shall be used for living purposes unless:

(1) Floors and walls are watertight.

(2) Total window area, total openable area and ceiling height are in accordance with this chapter.

(3) The required minimum window area of every habitable room is entirely above the grade of the ground adjoining such window area.

(Ord. No. 00-11, § 1480.10, 9-5-2000)

Sec. 42-1427. Light and ventilation; overcrowding; cooking.

(a) *Natural light in habitable rooms.* Every habitable room shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total window area, measured between stops, for every habitable room is eight percent of the floor area of such room, except in kitchens where artificial light may be provided in accordance with the building code. Whenever walls or other portions of a structure face a window of a room and such obstructions are located less than three feet from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors or to a court and shall not be included as contributing to the required minimum total window area for the room.

(b) *Light in nonhabitable work spaces.* Every laundry, furnace room or other similar nonhabitable work space located in a building or structure shall have one supplied electric light fixture available at all times.

(c) *Light in common halls and stairways.* Every common hall and inside stairway in a building other than a one-family dwelling shall be adequately lighted at all times with an illumination of at least five lumens per square foot in the darkest portion of the normally traveled stairs and passageways.

(d) *Electrical outlets required.* Where there is electric service available to the building or structure, every habitable room of a dwelling shall contain at least two separate and remote outlets, one of which may be a ceiling or wall-type electric light fixture. In a kitchen, three separate and remote wall-type electric convenience outlets, or two such convenience outlets and one ceiling or wall-type electric light fixture, shall be provided. Every public hall, water closet compartment, bathroom, laundry room or furnace room shall contain at least one electric light fixture. In addition to the electric light fixture in every bathroom and laundry room, there shall be provided at least one electrical outlet.

(e) *Adequate ventilation.* Each room shall have at least one window that can be easily opened or such other device as will adequately ventilate the room. The total openable window area in each room shall be equal to at least 45 percent of the minimum window area size required in subsection (a) of this section, except that no openable window is required in a bathroom or water closet compartment equipped with an approved ventilation system.

(f) *Ventilation and light in bathrooms and water closets.* Every bathroom or water closet compartment shall comply with the light and ventilation requirements for habitable rooms as set forth in subsections (d) and (e) of this section, except that no window shall be required in a bathroom or water closet compartment equipped with an approved ventilation system.

(g) *Overcrowding of rooms.* If a room in a dwelling is overcrowded, the director of community development may order the number of persons sleeping or living in such room to be reduced so that there is not less than 400 cubic feet of air for each adult, and 200 cubic feet of air for each child under 12 years of age, occupying such room.

(h) *Cooking and eating facilities.* Cooking facilities and/or appliances are not permitted in a sleeping room.

(Ord. No. 00-11, § 1480.11, 9-5-2000)

Sec. 42-1428. Fire safety.

- (a) *Storage of flammable liquids.* No dwelling, dwelling unit or rooming unit shall be located in a building containing an establishment which handles, dispenses or stores flammable liquids with a flash point of 110 degrees Fahrenheit or lower.
- (b) *Cooking and heating equipment.* All cooking and heating equipment, components and accessories in a heating, cooking or water heating device shall be maintained free from leaks and obstructions and kept functioning properly so as to be free from fire, health and accident hazards. All installations and repairs shall be made in accordance with the building code or other laws or ordinances applicable thereto. Portable cooking equipment employing flame is prohibited.
- (c) *Smoke detectors.* Smoke detectors which meet the provisions of the building code shall be provided in each rental dwelling unit. If such rental unit includes more than one sleeping area, then each such area must have an individual smoke detector unit. Maintenance of smoke detectors is the responsibility of the building owner.

(Ord. No. 00-11, § 1480.12, 9-5-2000)

Sec. 42-1429. Maintenance responsibilities of occupant.

- (a) *Cleanliness.* Every occupant of a building or part thereof shall keep that part of the building which he occupies, controls or uses in a clean and sanitary condition.
- (b) *Disposal of rubbish.* Every occupant of a building or part thereof shall dispose of all his rubbish in a clean and sanitary manner by placing it in the rubbish containers required in section 42-1424(d).
- (c) *Disposal of garbage.* Every occupant of a building or part thereof shall dispose of his garbage in a clean and sanitary manner by placing it in the garbage disposal facilities or, if such facilities are not available, by removing all nonburnable matter and securely wrapping such garbage and placing it in tight metal garbage storage containers as required by section 42-1424(e) or by such other disposal method as may be required by applicable laws or ordinances of the city.
- (d) *Supplied plumbing fixtures.* Every occupant of a building or part thereof shall keep the supplied plumbing fixtures therein clean and sanitary and shall be responsible for the exercise of reasonable care in their proper use and operation.
- (e) *Plumbing fixtures furnished by occupant.* Every plumbing fixture furnished by the occupant of a building or structure shall be properly installed and shall be maintained in good working condition and kept clean and sanitary and free from defects, leaks or obstructions.

(Ord. No. 00-11, § 1480.13, 9-5-2000)

SECTION 5 Severability

Should any section, clause or provision of this Ordinance be declared to be invalid by a court of competent jurisdiction, the same shall not affect the validity of the Ordinance as a whole or any other part thereof other than the parts so declared to be invalid.

SECTION 6 Repeal of Conflicting Ordinances, Savings Clause

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed. Any proceedings pending, including prosecutions for violations, under any previous ordinance provision being repealed hereby shall not be affected by this Ordinance and may be continued pursuant to said previous Ordinance provisions.

SECTION 7 Effective Date

This ordinance shall take effect 10 days following publication of a summary thereof, following adoption.

City of Portage
Erica Eklov, Clerk

IPMC[®]

INTERNATIONAL
PROPERTY MAINTENANCE
CODE[®]

A Member of the International Code Family[®]

2021



IPMC[®]

INTERNATIONAL **PROPERTY MAINTENANCE** CODE[®]

A Member of the International Code Family[®]

2021



2021 International Property Maintenance Code®

Date of First Publication: September 30, 2020

First Printing: September 2020

ISBN: 978-1-60983-971-0 (soft-cover edition)

COPYRIGHT © 2020
by
INTERNATIONAL CODE COUNCIL, INC.

ALL RIGHTS RESERVED. This 2021 *International Property Maintenance Code*® is a copyrighted work owned by the International Code Council, Inc. Without advance written permission from the copyright owner, no part of this book may be reproduced, distributed or transmitted in any form or by any means, including, without limitation, electronic, optical or mechanical means (by way of example, and not limitation, photocopying or recording by or in an information storage retrieval system). For information on use rights and permissions, please contact: Publications, 4051 Flossmoor Road, Country Club Hills, IL 60478. Phone 1-888-ICC-SAFE (422-7233).

Trademarks: “International Code Council,” the “International Code Council” logo, “ICC,” the “ICC” logo, “International Property Maintenance Code,” “IPMC” and other names and trademarks appearing in this book are trademarks of the International Code Council, Inc., and/or its licensors (as applicable), and may not be used without permission.

PREFACE

Introduction

The *International Property Maintenance Code*® (IPMC®) establishes minimum requirements for the maintenance of existing buildings through model code regulations that contain clear and specific property maintenance and property improvement provisions. This 2021 edition is fully compatible with all of the International Codes® (I-Codes®) published by the International Code Council® (ICC®), including the *International Building Code*® (IBC®), *International Energy Conservation Code*® (IECC®), *International Existing Building Code*® (IEBC®), *International Fire Code*® (IFC®), *International Fuel Gas Code*® (IFGC®), *International Green Construction Code*® (IgCC®), *International Mechanical Code*® (IMC®), *International Plumbing Code*® (IPC®), *International Private Sewage Disposal Code*® (IPSDC®), *International Residential Code*® (IRC®), *International Swimming Pool and Spa Code*® (ISPSC®), *International Wildland-Urban Interface Code*® (IWUIC®), *International Zoning Code*® (IZC®) and *International Code Council Performance Code*® (ICCP®).

The I-Codes, including the IPMC, are used in a variety of ways in both the public and private sectors. Most industry professionals are familiar with the I-Codes as the basis of laws and regulations in communities across the US and in other countries. However, the impact of the codes extends well beyond the regulatory arena, as they are used in a variety of nonregulatory settings, including:

- Voluntary compliance programs such as those promoting sustainability, energy efficiency and disaster resistance.
- The insurance industry, to estimate and manage risk, and as a tool in underwriting and rate decisions.
- Certification and credentialing of individuals involved in the fields of building design, construction and safety.
- Certification of building and construction-related products.
- US federal agencies, to guide construction in an array of government-owned properties.
- Facilities management.
- “Best practices” benchmarks for designers and builders, including those who are engaged in projects in jurisdictions that do not have a formal regulatory system or a governmental enforcement mechanism.
- College, university and professional school textbooks and curricula.
- Reference works related to building design and construction.

In addition to the codes themselves, the code development process brings together building professionals on a regular basis. It provides an international forum for discussion and deliberation about building design, construction methods, safety, performance requirements, technological advances and innovative products.

Development

This 2021 edition presents the code as originally issued, with changes reflected in the 2003 through 2018 editions and with further changes developed through the ICC Code Development Process through 2019. A new edition of the code is promulgated every 3 years.

This code is intended to establish provisions that adequately protect public health, safety and welfare and that neither unnecessarily increase construction costs nor give preferential treatment to particular types or classes of materials, products or methods of construction.

Maintenance

The *International Property Maintenance Code* is kept up to date through the review of proposed changes submitted by code enforcement officials, industry representatives, design professionals and other interested parties. Proposed changes are carefully considered through an open code development process in which all interested and affected parties may participate.

The ICC Code Development Process reflects principles of openness, transparency, balance, due process and consensus, the principles embodied in OMB Circular A-119, which governs the federal government's use of private-sector standards. The ICC process is open to anyone; there is no cost to participate, and people can participate without travel cost through the ICC's cloud-based app, cdpAccess®. A broad cross section of interests are represented in the ICC Code Development Process. The codes, which are updated regularly, include safeguards that allow for emergency action when required for health and safety reasons.

In order to ensure that organizations with a direct and material interest in the codes have a voice in the process, the ICC has developed partnerships with key industry segments that support the ICC's important public safety mission. Some code development committee members were nominated by the following industry partners and approved by the ICC Board:

- American Institute of Architects (AIA)
- National Association of Home Builders (NAHB)

The code development committees evaluate and make recommendations regarding proposed changes to the codes. Their recommendations are then subject to public comment and council-wide votes. The ICC's governmental members—public safety officials who have no financial or business interest in the outcome—cast the final votes on proposed changes.

The contents of this work are subject to change through the code development cycles and by any governmental entity that enacts the code into law. For more information regarding the code development process, contact the Codes and Standards Development Department of the ICC.

While the I-Code development procedure is thorough and comprehensive, the ICC, its members and those participating in the development of the codes disclaim any liability resulting from the publication or use of the I-Codes, or from compliance or noncompliance with their provisions. The ICC does not have the power or authority to police or enforce compliance with the contents of this code.

Code Development Committee Responsibilities (Letter Designations in Front of Section Numbers)

In each code development cycle, proposed changes to this code are considered at the Code Development Hearings by the International Property Maintenance/Zoning Code Development Committee, whose action constitutes a recommendation to the voting membership for final action on the proposed changes. Proposed changes to a code section having a number beginning with a letter in brackets are considered by a different code development committee. For example, proposed changes to code sections that have the letter [F] in front of them (e.g., [F] 704.1) are considered by the International Fire Code Development Committee at the Committee Action Hearing.

The content of sections in this code that begin with a letter designation is maintained by another code development committee in accordance with the following:

- [A] = Administrative Code Development Committee;
- [F] = International Fire Code Development Committee;
- [P] = International Plumbing Code Development Committee;
- [BE] = IBC—Egress Code Development Committee; and
- [BG] = IBC—General Code Development Committee.

For the development of the 2024 edition of the I-Codes, there will be two groups of code development committees and they will meet in separate years, as shown in the following Code Development Hearings Table.

Code change proposals submitted for code sections that have a letter designation in front of them will be heard by the respective committee responsible for such code sections. Because different committees hold Committee Action Hearings in different years, proposals for the IPMC will be heard by committees in both the 2021 (Group A) and the 2022 (Group B) code development cycles.

For instance, every section of Chapter 1 of this code is designated as the responsibility of the Administrative Code Development Committee, which is part of the Group B portion of the hearings. This committee will hold its Committee Action Hearings in 2022 to consider code change proposals for Chapter 1 of all I-Codes except the IECC, IRC and IgCC. Therefore, any proposals received for Chapter 1 of this code will be assigned to the Administrative Code Development Committee for consideration in 2022.

It is very important that anyone submitting code change proposals understands which code development committee is responsible for the section of the code that is the subject of the code change proposal. For further information on the Code Development Committee responsibilities, please visit the ICC website at www.iccsafe.org/current-code-development-cycle.

CODE DEVELOPMENT HEARINGS

Group A Codes (Heard in 2021, Code Change Proposals Deadline: January 11, 2021)	Group B Codes (Heard in 2022, Code Change Proposals Deadline: January 10, 2022)
International Building Code – Egress (Chapters 10, 11, Appendix E) – Fire Safety (Chapters 7, 8, 9, 14, 26) – General (Chapters 2–6, 12, 27–33, Appendices A, B, C, D, K, N)	Administrative Provisions (Chapter 1 of all codes except IECC, IRC and IgCC; IBC Appendix O; the appendices titled “Board of Appeals” for all codes except IECC, IRC, IgCC, ICCPC and IZC; administrative updates to currently referenced standards; and designated definitions)
International Fire Code	International Building Code – Structural (Chapters 15–25, Appendices F, G, H, I, J, L, M)
International Fuel Gas Code	International Existing Building Code
International Mechanical Code	International Energy Conservation Code—Commercial
International Plumbing Code	International Energy Conservation Code—Residential – IECC—Residential – IRC—Energy (Chapter 11)
International Property Maintenance Code	International Green Construction Code (Chapter 1)
International Private Sewage Disposal Code	International Residential Code – IRC—Building (Chapters 1–10; Appendices AE, AF, AH, AJ, AK, AL, AM, AO, AQ, AR, AS, AT, AU, AV, AW)
International Residential Code – IRC—Mechanical (Chapters 12–23) – IRC—Plumbing (Chapters 25–33, Appendices AG, AI, AN, AP)	
International Swimming Pool and Spa Code	
International Wildland-Urban Interface Code	
International Zoning Code	

Note: Proposed changes to the ICCPC will be heard by the code development committee noted in brackets [] in the text of the ICCPC.

Marginal Markings

Solid vertical lines in the margins within the body of the code indicate a technical change from the requirements of the 2018 edition. Deletion indicators in the form of an arrow (➡) are provided in the margin where an entire section, paragraph, exception or table has been deleted or an item in a list of items or a row of a table has been deleted.

A single asterisk [*] placed in the margin indicates that text or a table has been relocated within the code. A double asterisk [*] placed in the margin indicates that the text or table immediately following it has been relocated there from elsewhere in the code. The following table indicates such relocations in the 2021 edition of the IPMC.

RELOCATIONS

2021 LOCATION	2018 LOCATION
104.1	103.5
105	104
105.7-105.7.1	103.4-103.4.1
106	105
107.2	111.1
108.1	111.2
109	106
110	112
111	108
111.4-111.6	107.1-107.4, 107.6
112	109
113	110
B101.2.2	111.8
B101.3	111.2
B101.3.2	111.2.1
B101.3.4	111.2.2
B101.3.5	111.2.4
B101.3.6	111.2.3
B101.3.7	111.2.5
B101.4	111.4.1
B101.5	111.3
B101.5.3	111.5
B101.7	111.6
B101.7.1	111.6.1
B101.8	111.7

Coordination of the International Codes

The coordination of technical provisions is one of the strengths of the ICC family of model codes. The codes can be used as a complete set of complementary documents, which will provide users with full integration and coordination of technical provisions. Individual codes can also be used in subsets or as stand-alone documents. To make sure that each individual code is as complete as possible, some technical provisions that are relevant to more than one subject area are duplicated in some of the model codes. This allows users maximum flexibility in their application of the I-Codes.

Italicized Terms

Terms italicized in code text, other than document titles, are defined in Chapter 2. The terms selected to be italicized have definitions that the user should read carefully to better understand the code. Where italicized, the Chapter 2 definition applies. If not italicized, common-use definitions apply.

Adoption

The ICC maintains a copyright in all of its codes and standards. Maintaining copyright allows the ICC to fund its mission through sales of books, in both print and electronic formats. The ICC welcomes adoption of its codes by jurisdictions that recognize and acknowledge the ICC's copyright in the code, and further acknowledge the substantial shared value of the public/private partnership for code development between jurisdictions and the ICC.

The ICC also recognizes the need for jurisdictions to make laws available to the public. All I-Codes and I-Standards, along with the laws of many jurisdictions, are available for free in a nondownloadable form on the ICC's website. Jurisdictions should contact the ICC at adoptions@iccsafe.org to learn how to adopt and distribute laws based on the IPMC in a manner that provides necessary access, while maintaining the ICC's copyright.

To facilitate adoption, several sections of this code contain blanks for fill-in information that needs to be supplied by the adopting jurisdiction as part of the adoption legislation. For this code, please see:

Section 101.1. Insert: **[NAME OF JURISDICTION]**

Section 103.1. Insert: **[NAME OF DEPARTMENT]**

Section 302.4. Insert: **[HEIGHT IN INCHES]**

Section 304.14. Insert: **[DATES IN TWO LOCATIONS]**

Section 602.3. Insert: **[DATES IN TWO LOCATIONS]**

Section 602.4. Insert: **[DATES IN TWO LOCATIONS]**

Effective Use of the International Property Maintenance Code

The IPMC is a model code that regulates the minimum maintenance requirements for existing buildings.

The IPMC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation and fire safety. Responsibility is fixed among owners, operators and occupants for code compliance. The IPMC provides for the regulation and safe use of existing structures in the interest of the social and economic welfare of the community.

ARRANGEMENT AND FORMAT OF THE 2021 IPMC

Before applying the requirements of the IPMC, it is beneficial to understand its arrangement and format. The IPMC, like other codes published by ICC, is arranged and organized to follow sequential steps that generally occur during a plan review or inspection. Below is a chapter-by-chapter synopsis of the scope and intent of the provisions of the IPMC. The following table shows how the IPMC is divided. The ensuing chapter-by-chapter synopsis details the scope and intent of the provisions of the IPMC.

Chapter Topics	
Chapter	Subjects
1	Scope and Administration
2	Definitions
3	General Requirements
4	Light, Ventilation and Occupancy Limitations
5	Plumbing Facilities and Fixture Requirements
6	Mechanical and Electrical Requirements
7	Fire Safety Requirements
8	Referenced Standards
Appendix A	Boarding Standard
Appendix B	Board of Appeals

Chapter 1 Scope and Administration

Chapter 1 contains provisions for the application, enforcement and administration of subsequent requirements of the code. In addition to establishing the scope of the code, Chapter 1 identifies which buildings and structures come under its purview. Chapter 1 is largely concerned with maintaining “due process of law” in enforcing the property maintenance criteria contained in the body of the code. Only through careful observation of the administrative provisions can the building official reasonably expect to demonstrate that “equal protection under the law” has been provided.

Chapter 2 Definitions

All terms that are defined in the code are listed alphabetically in Chapter 2. While a defined term may be used in one chapter or another, the meaning provided in Chapter 2 is applicable throughout the code.

Where understanding of a term’s definition is especially key to or necessary for understanding of a particular code provision, the term is shown in *italics*. This is true only for those terms that have a meaning that is unique to the code. In other words, the generally understood meaning of a term or phrase might not be sufficient or consistent with the meaning prescribed by the code; therefore, it is essential that the code-defined meaning be known.

Guidance is provided regarding tense, gender and plurality of defined terms as well as guidance regarding terms not defined in this code.

Chapter 3 General Requirements

Chapter 3, “General Requirements,” is broad in scope. It includes a variety of requirements for the exterior property areas as well as the interior and exterior elements of the structure. This chapter provides requirements that are intended to maintain a minimum level of safety and sanitation for both

the general public and the occupants of a structure, and to maintain a building's structural and weather-resistance performance. Chapter 3 provides specific criteria for regulating the installation and maintenance of specific building components; maintenance requirements for vacant structures and land; requirements regulating the safety, sanitation and appearance of the interior and exterior of structures and all exterior property areas; accessory structures; vehicle storage regulations and establishes who is responsible for complying with the chapter's provisions. This chapter also contains the requirements for swimming pools, spas and hot tubs and the requirements for protective barriers and gates in these barriers. Chapter 3 establishes the responsible parties for exterminating insects and rodents, and maintaining sanitary conditions in all types of occupancies.

Chapter 4 Light, Ventilation and Occupancy Limitations

The purposes of Chapter 4 are to set forth these requirements in the code and to establish the minimum environment for occupiable and habitable buildings, by establishing the minimum criteria for light and ventilation and identifying occupancy limitations including minimum room width and area, minimum ceiling height and restrictions to prevent overcrowding. This chapter also provides for alternative arrangements of windows and other devices to comply with the requirements for light and ventilation and prohibits certain room arrangements and occupancy uses.

Chapter 5 Plumbing Facilities and Fixture Requirements

Chapter 5 establishes the minimum criteria for the installation, maintenance and location of plumbing systems and facilities, including the water supply system, water heating appliances, sewage disposal system and related plumbing fixtures.

Sanitary and clean conditions in occupied buildings are dependent upon certain basic plumbing principles, including providing potable water to a building, providing the basic fixtures to effectively utilize that water and properly removing waste from the building. Chapter 5 establishes the minimum criteria to verify that these principles are maintained throughout the life of a building.

Chapter 6 Mechanical and Electrical Requirements

The purpose of Chapter 6 is to establish minimum performance requirements for heating, electrical and mechanical facilities and to establish minimum standards for the safety of these facilities.

This chapter establishes minimum criteria for the installation and maintenance of the following: heating and air-conditioning equipment, appliances and their supporting systems; water heating equipment, appliances and systems; cooking equipment and appliances; ventilation and exhaust equipment; gas and liquid fuel distribution piping and components; fireplaces and solid fuel-burning appliances; chimneys and vents; electrical services; lighting fixtures; electrical receptacle outlets; electrical distribution system equipment, devices and wiring; and elevators, escalators and dumbwaiters.

Chapter 7 Fire Safety Requirements

The purpose of Chapter 7 is to address those fire hazards that arise as the result of a building's occupancy. It also provides minimum requirements for fire safety issues that are most likely to arise in older buildings.

This chapter contains requirements for means of egress in existing buildings, including path of travel, required egress width, means of egress doors and emergency escape openings.

Chapter 8 Referenced Standards

The code contains numerous references to standards that are used to regulate materials and methods of construction. Chapter 8 contains a comprehensive list of all standards that are referenced in the code. The standards are part of the code to the extent of the reference to the standard. Compliance with the referenced standard is necessary for compliance with this code. By providing specifically adopted standards, the construction and installation requirements necessary for compliance with the code can be readily determined. The basis for code compliance is, therefore, established and available on an equal basis to the code official, contractor, designer and owner.

Chapter 8 is organized in a manner that makes it easy to locate specific standards. It lists all of the referenced standards, alphabetically, by acronym of the promulgating agency of the standard. Each agency's standards are then listed in either alphabetical or numeric order based upon the standard identification. The list also contains the title of the standard; the edition (date) of the standard referenced; any addenda included as part of the ICC adoption; and the section or sections of this code that reference the standard.

Appendix A Boarding Standard

The provisions in Appendix A are not mandatory unless specifically referenced in the adopting ordinance. This appendix provides minimum specifications for boarding a structure. This can be utilized by a jurisdiction as a set of minimum requirements in order to result in consistent boarding quality.

Appendix B Board of Appeals

The provisions contained in Appendix B are not mandatory unless specifically referenced in the adopting ordinance. This appendix provides criteria for Board of Appeals members and procedures by which the Board of Appeals should conduct its business.

TABLE OF CONTENTS

CHAPTER 1 SCOPE AND ADMINISTRATION	1-1	CHAPTER 4 LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS	4-1
PART 1—SCOPE AND APPLICATION.	1-1	Section	
Section		401 General	4-1
101 Scope and General Requirements.	1-1	402 Light.	4-1
102 Applicability.	1-1	403 Ventilation	4-1
PART 2—ADMINISTRATION AND ENFORCEMENT.	1-2	404 Occupancy Limitations	4-2
Section		CHAPTER 5 PLUMBING FACILITIES AND FIXTURE REQUIREMENTS	5-1
103 Code Compliance Agency	1-2	Section	
104 Fees.	1-2	501 General	5-1
105 Duties and Powers of the Code Official.	1-2	502 Required Facilities	5-1
106 Approval.	1-3	503 Toilet Rooms	5-1
107 Means of Appeal	1-3	504 Plumbing Systems and Fixtures.	5-1
108 Board of Appeals	1-3	505 Water System.	5-2
109 Violations	1-4	506 Sanitary Drainage System	5-2
110 Stop Work Order	1-4	507 Storm Drainage	5-2
111 Unsafe Structures and Equipment	1-4	CHAPTER 6 MECHANICAL AND ELECTRICAL REQUIREMENTS.	6-1
112 Emergency Measures	1-6	Section	
113 Demolition	1-7	601 General	6-1
CHAPTER 2 DEFINITIONS	2-1	602 Heating Facilities	6-1
Section		603 Mechanical Equipment	6-1
201 General	2-1	604 Electrical Facilities.	6-2
202 General Definitions	2-1	605 Electrical Equipment	6-2
CHAPTER 3 GENERAL REQUIREMENTS.	3-1	606 Elevators, Escalators and Dumbwaiters.	6-3
Section		607 Duct Systems	6-3
301 General	3-1	CHAPTER 7 FIRE SAFETY REQUIREMENTS	7-1
302 Exterior Property Areas	3-1	Section	
303 Swimming Pools, Spas and Hot Tubs	3-2	701 General	7-1
304 Exterior Structure	3-2	702 Means of Egress.	7-1
305 Interior Structure	3-4	703 Fire-resistance Ratings.	7-1
306 Component Serviceability	3-4	704 Fire Protection Systems	7-2
307 Handrails and Guardrails	3-5	705 Carbon Monoxide Alarms and Detection	7-5
308 Rubbish and Garbage	3-5	CHAPTER 8 REFERENCED STANDARDS.	8-1
309 Pest Elimination	3-6		

TABLE OF CONTENTS

APPENDIX A BOARDING STANDARDA-1

Section

A101 GeneralA-1

A102 MaterialsA-1

A103 Installation.....A-1

A104 Referenced StandardA-1

APPENDIX B BOARD OF APPEALS.....B-1

Section

B101 GeneralB-1

INDEXINDEX-1

CHAPTER 1

SCOPE AND ADMINISTRATION

User note:

About this chapter: Chapter 1 establishes the limits of applicability of the code and describes how the code is to be applied and enforced. Chapter 1 is in two parts: Part 1—Scope and Application (Sections 101 and 102) and Part 2—Administration and Enforcement (Sections 103 – 110). Section 101 identifies which buildings and structures come under its purview and references other I-Codes as applicable.

This code is intended to be adopted as a legally enforceable document and it cannot be effective without adequate provisions for its administration and enforcement. The provisions of Chapter 1 establish the authority and duties of the code official appointed by the authority having jurisdiction and also establish the rights and privileges of the property owner and building occupants.

This Chapter was extensively reorganized for the 2021 edition. For clarity, the relocation marginal markings have not been included. For complete information, see the relocations table in the Preface information of this code.

PART 1 — SCOPE AND APPLICATION

SECTION 101 SCOPE AND GENERAL REQUIREMENTS

[A] 101.1 Title. These regulations shall be known as the *International Property Maintenance Code* of [NAME OF JURISDICTION], hereinafter referred to as “this code.”

[A] 101.2 Scope. The provisions of this code shall apply to all existing residential and nonresidential structures and all existing *premises* and constitute minimum requirements and standards for *premises*, structures, equipment and facilities for light, *ventilation*, space, heating, sanitation, protection from the elements, a reasonable level of safety from fire and other hazards, and for a reasonable level of sanitary maintenance; the responsibility of *owners*, an *owner’s* authorized agent, *operators* and *occupants*; the *occupancy* of existing structures and *premises*, and for administration, enforcement and penalties.

[A] 101.3 Purpose. The purpose of this code is to establish minimum requirements to provide a reasonable level of health, safety, property protection and general welfare insofar as they are affected by the continued *occupancy* and maintenance of structures and *premises*. Existing structures and *premises* that do not comply with these provisions shall be altered or repaired to provide a reasonable minimum level of health, safety and general welfare as required herein.

[A] 101.4 Severability. If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

SECTION 102 APPLICABILITY

[A] 102.1 General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall govern. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply. Where, in a specific case,

different sections of this code specify different requirements, the most restrictive shall govern.

102.2 Maintenance. Equipment, systems, devices and safeguards required by this code or a previous regulation or code under which the *structure* or *premises* was constructed, altered or repaired shall be maintained in good working order. An *owner*, *owner’s* authorized agent, *operator* or *occupant* shall not cause any service, facility, equipment or utility that is required under this section to be removed from, shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the *owner* or the *owner’s* authorized agent shall be responsible for the maintenance of buildings, structures and *premises*.

[A] 102.3 Application of other codes. Repairs, additions or alterations to a *structure*, or changes of *occupancy*, shall be done in accordance with the procedures and provisions of the *International Building Code*, *International Existing Building Code*, *International Energy Conservation Code*, *International Fire Code*, *International Fuel Gas Code*, *International Mechanical Code*, *International Residential Code*, *International Plumbing Code* and NFPA 70. Nothing in this code shall be construed to cancel, modify or set aside any provision of the *International Zoning Code*.

[A] 102.4 Existing remedies. The provisions in this code shall not be construed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any *structure* that is dangerous, unsafe and insanitary.

[A] 102.5 Workmanship. Repairs, maintenance work, alterations or installations that are caused directly or indirectly by the enforcement of this code shall be executed and installed in a *workmanlike* manner and installed in accordance with the manufacturer’s instructions.

102.6 Structural analysis. Where structural analysis is used to determine if an unsafe structural condition exists, the analysis shall be permitted to use nominal strengths, nominal

SCOPE AND ADMINISTRATION

loads, load effects, required strengths and limit states in accordance with the requirements under which the *structure* was constructed or in accordance with any subsequent requirement.

[A] 102.7 Historic buildings. The provisions of this code shall not be mandatory for existing buildings or structures designated as historic buildings where such buildings or structures are judged by the *code official* to be safe and in the public interest of health, safety and welfare.

[A] 102.8 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 8 and considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the equipment or appliance, the conditions of the listing shall apply.

[A] 102.8.1 Conflicts. Where conflicts occur between provisions of this code and the referenced standards, the provisions of this code shall apply.

[A] 102.8.2 Provisions in referenced codes and standards. Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code, the provisions of this code, as applicable, shall take precedence over the provisions in the referenced code or standard.

[A] 102.9 Requirements not covered by code. Requirements necessary for the strength, stability or proper operation of an existing fixture, *structure* or equipment, or for the public safety, health and general welfare, not specifically covered by this code, shall be determined by the *code official*.

[A] 102.10 Application of references. References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

[A] 102.11 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

PART 2 — ADMINISTRATION AND ENFORCEMENT

SECTION 103 CODE COMPLIANCE AGENCY

[A] 103.1 Creation of agency. The [INSERT NAME OF DEPARTMENT] is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

[A] 103.2 Appointment. The *code official* shall be appointed by the chief appointing authority of the jurisdiction.

[A] 103.3 Deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of

the appointing authority, the *code official* shall have the authority to appoint a deputy code official, other related technical officers, inspectors and other employees. Such employees shall have powers as delegated by the *code official*.

SECTION 104 FEES

[A] 104.1 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as established by the applicable governing authority.

104.2 Refunds. The *code official* is authorized to establish a refund policy.

SECTION 105 DUTIES AND POWERS OF THE CODE OFFICIAL

[A] 105.1 General. The *code official* is hereby authorized and directed to enforce the provisions of this code. The *code official* shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

[A] 105.2 Inspections. The *code official* shall make all of the required inspections, or shall accept reports of inspection by *approved* agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such *approved* agency or by the responsible individual. The *code official* is authorized to engage such expert opinion as deemed necessary to report on unusual technical issues that arise, subject to the approval of the appointing authority.

[A] 105.3 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or whenever the *code official* has reasonable cause to believe that there exists in a *structure* or upon a *premises* a condition in violation of this code, the *code official* is authorized to enter the *structure* or *premises* at reasonable times to inspect or perform the duties imposed by this code, provided that if such *structure* or *premises* is occupied the *code official* shall present credentials to the *occupant* and request entry. If such *structure* or *premises* is unoccupied, the *code official* shall first make a reasonable effort to locate the *owner*, *owner's* authorized agent or other person having charge or control of the *structure* or *premises* and request entry. If entry is refused, the *code official* shall have recourse to the remedies provided by law to secure entry.

[A] 105.4 Identification. The *code official* shall carry proper identification when inspecting *structures* or *premises* in the performance of duties under this code.

[A] 105.5 Notices and orders. The *code official* shall issue all necessary notices or orders to ensure compliance with this code.

[A] 105.6 Department records. The *code official* shall keep official records of all business and activities of the department specified in the provisions of this code. Such records shall be retained in the official records for the period required for retention of public records.

[A] 105.7 Liability. The *code official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties.

[A] 105.7.1 Legal defense. Any suit or criminal complaint instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The *code official* or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code.

SECTION 106 APPROVAL

[A] 106.1 Modifications. Whenever there are practical difficulties involved in carrying out the provisions of this code, the *code official* shall have the authority to grant modifications for individual cases upon application of the *owner* or *owner's* authorized agent, provided that the *code official* shall first find that special individual reason makes the strict letter of this code impractical, the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements. The details of action granting modifications shall be recorded and entered in the department files.

[A] 106.2 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be *approved* where the *code official* finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety. Where the alternative material, design or method of construction is not *approved*, the *code official* shall respond in writing, stating the reasons why the alternative was not *approved*.

[A] 106.3 Required testing. Whenever there is insufficient evidence of compliance with the provisions of this code or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims

for alternative materials or methods, the *code official* shall have the authority to require tests to be made as evidence of compliance without expense to the jurisdiction.

[A] 106.3.1 Test methods. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the *code official* shall be permitted to approve appropriate testing procedures performed by an *approved* agency.

[A] 106.3.2 Test reports. Reports of tests shall be retained by the *code official* for the period required for retention of public records.

[A] 106.4 Used material and equipment. Materials that are reused shall comply with the requirements of this code for new materials. Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested where necessary, placed in good and proper working condition and *approved* by the *code official*.

[A] 106.5 Approved materials and equipment. Materials, equipment and devices *approved* by the *code official* shall be constructed and installed in accordance with such approval.

[A] 106.6 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from *approved* sources.

SECTION 107 MEANS OF APPEAL

107.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the *code official* relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the applicable governing authority and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the *code official*.

[A] 107.2 Limitations of authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equivalent or better form of construction is proposed. The board shall not have authority to waive requirements of this code or interpret the administration of this code.

107.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training and are not employees of the jurisdiction.

107.4 Administration. The *code official* shall take immediate action in accordance with the decision of the board.

SECTION 108 BOARD OF APPEALS

[A] 108.1 Membership of board. The board of appeals shall consist of not less than three members who are qualified by

SCOPE AND ADMINISTRATION

experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction. The *code official* shall be an ex-officio member but shall not vote on any matter before the board. The board shall be appointed by the chief appointing authority, and shall serve staggered and overlapping terms.

SECTION 109 VIOLATIONS

[A] 109.1 Unlawful acts. It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

[A] 109.2 Notice of violation. The *code official* shall serve a notice of violation or order in accordance with Section 111.4.

[A] 109.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with Section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a *strict liability offense*. If the notice of violation is not complied with, the *code official* shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful *occupancy* of the *structure* in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such *premises* shall be charged against the real estate upon which the *structure* is located and shall be a lien upon such real estate.

[A] 109.4 Violation penalties. Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

[A] 109.5 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal *occupancy* of a building, *structure* or *premises*, or to stop an illegal act, conduct, business or utilization of the building, *structure* or *premises*.

SECTION 110 STOP WORK ORDER

[A] 110.1 Authority. Where the *code official* finds any work regulated by this code being performed in a manner contrary to the provisions of this code or in a dangerous or unsafe manner, the *code official* is authorized to issue a stop work order.

[A] 110.2 Issuance. The stop work order shall be in writing and shall be given to the *owner* of the property, to the *owner's* authorized agent, or to the person performing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the

reason for the order and the conditions under which the cited work is authorized to resume.

[A] 110.3 Emergencies. Where an emergency exists, the *code official* shall not be required to give a written notice prior to stopping the work.

[A] 110.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to fines established by the authority having jurisdiction.

SECTION 111 UNSAFE STRUCTURES AND EQUIPMENT

111.1 Unsafe conditions. When a *structure* or equipment is found by the *code official* to be unsafe, or when a *structure* is found unfit for human *occupancy*, or is found unlawful, such *structure* shall be *condemned* pursuant to the provisions of this code.

111.1.1 Unsafe structures. An unsafe *structure* is one that is found to be dangerous to the life, health, property or safety of the public or the *occupants* of the *structure* by not providing minimum safeguards to protect or warn *occupants* in the event of fire, or because such *structure* contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

111.1.2 Unsafe equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the *premises* or within the *structure* that is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or *occupants* of the *premises* or *structure*.

111.1.3 Structure unfit for human occupancy. A *structure* is unfit for human *occupancy* whenever the *code official* finds that such *structure* is unsafe, unlawful or, because of the degree to which the *structure* is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks *ventilation*, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the *structure* constitutes a hazard to the *occupants* of the *structure* or to the public.

111.1.4 Unlawful structure. An unlawful *structure* is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to law.

111.1.5 Dangerous structure or premises. For the purpose of this code, any *structure* or *premises* that has any or all of the conditions or defects described as follows shall be considered to be dangerous:

1. Any door, aisle, passageway, stairway, exit or other means of egress that does not conform to the *approved* building or fire code of the jurisdiction

- as related to the requirements for existing buildings.
2. The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.
 3. Any portion of a building, *structure* or appurtenance that has been damaged by fire, earthquake, wind, flood, *deterioration*, *neglect*, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse, or to become *detached* or dislodged.
 4. Any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof that is not of sufficient strength or stability, or is not so *anchored*, attached or fastened in place so as to be capable of resisting natural or artificial loads of one and one-half the original designed value.
 5. The building or *structure*, or part of the building or *structure*, because of dilapidation, *deterioration*, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for any other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or *structure* is likely to fail or give way.
 6. The building or *structure*, or any portion thereof, is clearly unsafe for its use and *occupancy*.
 7. The building or *structure* is *neglected*, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or *structure* to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or *structure* for committing a nuisance or an unlawful act.
 8. Any building or *structure* has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or *structure* provided by the *approved* building or fire code of the jurisdiction, or of any law or ordinance to such an extent as to present either a substantial risk of fire, building collapse or any other threat to life and safety.
 9. A building or *structure*, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, *ventilation*, mechanical or plumbing system, or otherwise, is determined by the *code official* to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.
 10. Any building or *structure*, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing

system or other cause, is determined by the *code official* to be a threat to life or health.

11. Any portion of a building remains on a site after the demolition or destruction of the building or *structure* or whenever any building or *structure* is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.

111.2 Closing of vacant structures. If the *structure* is vacant and unfit for human habitation and *occupancy*, and is not in danger of structural collapse, the *code official* is authorized to post a placard of condemnation on the *premises* and order the *structure* closed up so as not to be an attractive nuisance. Upon failure of the *owner* or *owner's* authorized agent to close up the *premises* within the time specified in the order, the *code official* shall cause the *premises* to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the *structure* is located and shall be a lien upon such real estate and shall be collected by any other legal resource.

111.2.1 Authority to disconnect service utilities. The *code official* shall have the authority to authorize disconnection of utility service to the building, *structure* or system regulated by this code and the referenced codes and standards set forth in Section 102.8 in case of emergency where necessary to eliminate an immediate hazard to life or property or where such utility connection has been made without approval. The *code official* shall notify the serving utility and, whenever possible, the *owner* or *owner's* authorized agent and *occupant* of the building, *structure* or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection the *owner*, *owner's* authorized agent or *occupant* of the building *structure* or service system shall be notified in writing as soon as practical thereafter.

111.3 Record. The *code official* shall cause a report to be filed on an unsafe condition. The report shall state the *occupancy* of the *structure* and the nature of the unsafe condition.

111.4 Notice. Whenever the *code official* determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 111.4.1 and 111.4.2 to the owner or the owner's authorized agent, for the violation as specified in this code. Notices for condemnation procedures shall comply with this section.

111.4.1 Form. Such notice shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the *dwelling unit* or *structure* into compliance with the provisions of this code.

SCOPE AND ADMINISTRATION

5. Inform the property *owner* or *owner's* authorized agent of the right to appeal.
6. Include a statement of the right to file a lien in accordance with Section 109.3.

111.4.2 Method of service. Such notice shall be deemed to be properly served where a copy thereof is served in accordance with one of the following methods:

1. A copy is delivered personally.
2. A copy is sent by certified or registered mail addressed to the owner at the last known address with the return receipt requested.
3. A copy is delivered in any other manner as prescribed by local law.

If the certified or registered letter is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice. Service of such notice in the foregoing manner upon the owner's agent or upon the person responsible for the structure shall constitute service of notice upon the owner.

111.5 Unauthorized tampering. Signs, tags or seals posted or affixed by the *code official* shall not be mutilated, destroyed or tampered with, or removed without authorization from the *code official*.

111.6 Transfer of ownership. It shall be unlawful for the *owner* of any *dwelling unit* or *structure* who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such *dwelling unit* or *structure* to another until the provisions of the compliance order or notice of violation have been complied with, or until such *owner* or the *owner's* authorized agent shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the *code official* and shall furnish to the *code official* a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

111.7 Placarding. Upon failure of the *owner*, *owner's* authorized agent or person responsible to comply with the notice provisions within the time given, the *code official* shall post on the *premises* or on defective equipment a placard bearing the word "Condemned" and a statement of the penalties provided for occupying the *premises*, operating the equipment or removing the placard. Such notice shall be posted in a conspicuous place in or about the structure affected by such notice. If the notice pertains to equipment, it shall be placed on the condemned equipment.

111.7.1 Placard removal. The *code official* shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the *code official* shall be subject to the penalties provided by this code.

111.8 Prohibited occupancy. Any occupied *structure* condemned and placarded by the *code official* shall be vacated as ordered by the *code official*. Any person who shall occupy a placarded *premises* or shall operate placarded equipment, and any *owner* or *owner's* authorized agent who shall let anyone occupy a placarded *premises* or operate placarded equipment shall be liable for the penalties provided by this code.

111.9 Restoration or abatement. The structure or equipment determined to be unsafe by the *code official* is permitted to be restored to a safe condition. The *owner*, *owner's* authorized agent, *operator* or *occupant* of a structure, *premises* or equipment deemed unsafe by the *code official* shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other *approved* corrective action. To the extent that repairs, alterations, or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs, alterations, additions, or change of occupancy shall comply with the requirements of the *International Existing Building Code*.

SECTION 112 EMERGENCY MEASURES

112.1 Imminent danger. When, in the opinion of the *code official*, there is *imminent danger* of failure or collapse of a building or *structure* that endangers life, or when any *structure* or part of a *structure* has fallen and life is endangered by the occupation of the *structure*, or when there is actual or potential danger to the building *occupants* or those in the proximity of any *structure* because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the *code official* is hereby authorized and empowered to order and require the *occupants* to vacate the *premises* forthwith. The *code official* shall cause to be posted at each entrance to such *structure* a notice reading as follows: "This Structure Is Unsafe and Its Occupancy Has Been Prohibited by the Code Official." It shall be unlawful for any person to enter such *structure* except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

112.2 Temporary safeguards. Notwithstanding other provisions of this code, whenever, in the opinion of the *code official*, there is *imminent danger* due to an unsafe condition, the *code official* shall order the necessary work to be done, including the boarding up of openings, to render such *structure* temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the *code official* deems necessary to meet such emergency.

112.3 Closing streets. When necessary for public safety, the *code official* shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, *public ways* and places adjacent to unsafe structures, and prohibit the same from being utilized.

112.4 Emergency repairs. For the purposes of this section, the *code official* shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

112.5 Costs of emergency repairs. Costs incurred in the performance of emergency work shall be paid by the jurisdiction. The legal counsel of the jurisdiction shall institute appropriate action against the *owner* of the *premises* or *owner's* authorized agent where the unsafe *structure* is or was located for the recovery of such costs.

112.6 Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the appeals board, be afforded a hearing as described in this code.

SECTION 113 DEMOLITION

113.1 General. The *code official* shall order the *owner* or *owner's* authorized agent of any *premises* upon which is located any *structure*, which in the *code official's* or *owner's* authorized agent judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or *occupancy*, and such that it is unreasonable to repair the *structure*, to demolish and remove such *structure*; or if such *structure* is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the *owner's* option; or where there has been a cessation of normal construction of any *structure* for a period of more than two years, the *code official* shall order the *owner* or *owner's* authorized agent to demolish and remove such *structure*, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

113.2 Notices and orders. Notices and orders shall comply with Section 111.4.

113.3 Failure to comply. If the *owner* of a *premises* or *owner's* authorized agent fails to comply with a demolition order within the time prescribed, the *code official* shall cause the *structure* to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the *structure* is located and shall be a lien upon such real estate.

113.4 Salvage materials. Where any *structure* has been ordered demolished and removed, the governing body or other designated officer under said contract or arrangement aforesaid shall have the right to sell the salvage and valuable materials. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, for the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state.

(86)

(86)

(86)

(86)

CHAPTER 2

DEFINITIONS

User note:

About this chapter: Codes, by their very nature, are technical documents. Every word, term and punctuation mark can add to or change the meaning of a technical requirement. It is necessary to maintain a consensus on the specific meaning of each term contained in the code. Chapter 2 performs this function by stating clearly what specific terms mean for the purpose of the code.

SECTION 201 GENERAL

201.1 Scope. Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meanings shown in this chapter.

201.2 Interchangeability. Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the *International Building Code*, *International Existing Building Code*, *International Fire Code*, *International Fuel Gas Code*, *International Mechanical Code*, *International Plumbing Code*, *International Residential Code*, *International Zoning Code* or *NFPA 70*, such terms shall have the meanings ascribed to them as stated in those codes.

Exception: When used within this code, the terms unsafe and dangerous shall have only the meanings ascribed to them in this code and shall not have the meanings ascribed to them by the *International Existing Building Code*.

201.4 Terms not defined. Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

201.5 Parts. Whenever the words “dwelling unit,” “dwelling,” “premises,” “building,” “rooming house,” “rooming unit,” “housekeeping unit” or “story” are stated in this code, they shall be construed as though they were followed by the words “or any part thereof.”

SECTION 202 GENERAL DEFINITIONS

ANCHORED. Secured in a manner that provides positive connection.

[A] APPROVED. Acceptable to the *code official*.

BASEMENT. That portion of a building that is partly or completely below grade.

BATHROOM. A room containing plumbing fixtures including a bathtub or shower.

BEDROOM. Any room or space used or intended to be used for sleeping purposes in either a dwelling or *sleeping unit*.

[A] CODE OFFICIAL. The official who is charged with the administration and enforcement of this code, or any duly authorized representative.

CONDEMN. To adjudge unfit for *occupancy*.

COST OF SUCH DEMOLITION OR EMERGENCY REPAIRS. The costs shall include the actual costs of the demolition or repair of the *structure* less revenues obtained if salvage was conducted prior to demolition or repair. Costs shall include, but not be limited to, expenses incurred or necessitated related to demolition or emergency repairs, such as asbestos survey and abatement if necessary; costs of inspectors, testing agencies or experts retained relative to the demolition or emergency repairs; costs of testing; surveys for other materials that are controlled or regulated from being dumped in a landfill; title searches; mailing(s); postings; recording; and attorney fees expended for recovering of the cost of emergency repairs or to obtain or enforce an order of demolition made by a *code official*, the governing body or board of appeals.

DETACHED. When a structural element is physically disconnected from another and that connection is necessary to provide a positive connection.

DETERIORATION. To weaken, disintegrate, corrode, rust or decay and lose effectiveness.

[A] DWELLING UNIT. A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

[Z] EASEMENT. That portion of land or property reserved for present or future use by a person or agency other than the legal fee *owner(s)* of the property. The *easement* shall be permitted to be for use under, on or above said lot or lots.

EMERGENCY ESCAPE AND RESCUE OPENING. An operable exterior window, door or other similar device that provides for a means of escape and access for rescue in the event of an emergency.

EQUIPMENT SUPPORT. Those structural members or assemblies of members or manufactured elements, including braces, frames, lugs, snuggers, hangers or saddles, that transmit gravity load, lateral load and operating load between the equipment and the *structure*.

EXTERIOR PROPERTY. The open space on the *premises* and on adjoining property under the control of *owners* or *operators* of such *premises*.

DEFINITIONS

GARBAGE. The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

[BE] GUARD. A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

[BG] HABITABLE SPACE. Space in a *structure* for living, sleeping, eating or cooking. *Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas* are not considered *habitable spaces*.

[A] HISTORIC BUILDING. Any building or *structure* that is one or more of the following:

1. Listed or certified as eligible for listing, by the State Historic Preservation Officer or the Keeper of the National Register of Historic Places, in the National Register of Historic Places.
2. Designated as historic under an applicable state or local law.
3. Certified as a contributing resource within a National Register or state or locally designated historic district.

HOUSEKEEPING UNIT. A room or group of rooms forming a single *habitable space* equipped and intended to be used for living, sleeping, cooking and eating that does not contain, within such a unit, a toilet, lavatory and bathtub or shower.

IMMINENT DANGER. A condition that could cause serious or life-threatening injury or death at any time.

INFESTATION. The presence, within or contiguous to, a *structure* or *premises* of insects, rodents, vermin or other pests.

INOPERABLE MOTOR VEHICLE. A vehicle that cannot be driven upon the public streets for reason including but not limited to being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

[A] LABELED. Equipment, materials or products to which have been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, *approved* agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and whose labeling indicates either that the equipment, material or product meets identified standards or has been tested and found suitable for a specified purpose.

LET FOR OCCUPANCY or LET. To permit, provide or offer possession or *occupancy* of a dwelling, *dwelling unit, rooming unit, building, premise or structure* by a person who is or is not the legal *owner* of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

NEGLECT. The lack of proper maintenance for a building or *structure*.

[A] OCCUPANCY. The purpose for which a building or portion thereof is utilized or occupied.

OCCUPANT. Any individual living or sleeping in a building, or having possession of a space within a building.

OPENABLE AREA. That part of a window, skylight or door which is available for unobstructed *ventilation* and which opens directly to the outdoors.

OPERATOR. Any person who has charge, care or control of a *structure* or *premises* that is let or offered for *occupancy*.

[A] OWNER. Any person, agent, *operator*, firm or corporation having legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

[A] PERSON. An individual, corporation, partnership or any other group acting as a unit.

PEST ELIMINATION. The control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food or water; by other *approved pest elimination* methods.

[A] PREMISES. A lot, plot or parcel of land, *easement* or *public way*, including any structures thereon.

[A] PUBLIC WAY. Any street, alley or other parcel of land that: is open to the outside air; leads to a street; has been deeded, dedicated or otherwise permanently appropriated to the public for public use; and has a clear width and height of not less than 10 feet (3048 mm).

ROOMING HOUSE. A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one- or two-family dwelling.

ROOMING UNIT. Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.

RUBBISH. Combustible and noncombustible waste materials, except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, *yard* trimmings, tin cans, metals, mineral matter, glass, crockery and dust and other similar materials.

[A] SLEEPING UNIT. A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a *dwelling unit* are not *sleeping units*.

STRICT LIABILITY OFFENSE. An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

[A] STRUCTURE. That which is built or constructed.

DEFINITIONS

TENANT. A person, corporation, partnership or group, whether or not the legal *owner* of record, occupying a building or portion thereof as a unit.

TOILET ROOM. A room containing a water closet or urinal but not a bathtub or shower.

ULTIMATE DEFORMATION. The deformation at which failure occurs and that shall be deemed to occur if the sustainable load reduces to 80 percent or less of the maximum strength.

[M] VENTILATION. The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

WORKMANLIKE. Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

[Z] YARD. An open space on the same lot with a *structure*.

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

(90)

CHAPTER 3

GENERAL REQUIREMENTS

User note:

About this chapter: Chapter 3 is broad in scope and includes a variety of requirements for the maintenance of exterior property areas, as well as the interior and exterior elements of the structure, that are intended to maintain a minimum level of safety and sanitation for both the general public and the occupants of a structure, and to maintain a building's structural and weather-resistance performance. Specifically, Chapter 3 contains criteria for the maintenance of building components; vacant structures and land; the safety, sanitation and appearance of the interior and exterior of structures and all exterior property areas; accessory structures; extermination of insects and rodents; access barriers to swimming pools, spas and hot tubs; vehicle storage and owner/occupant responsibilities.

SECTION 301 GENERAL

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and *exterior property*.

301.2 Responsibility. The *owner* of the *premises* shall maintain the structures and *exterior property* in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as *owner-occupant* or permit another person to occupy *premises* that are not in a sanitary and safe condition and that do not comply with the requirements of this chapter. *Occupants* of a *dwelling unit*, *rooming unit* or *housekeeping unit* are responsible for keeping in a clean, sanitary and safe condition that part of the *dwelling unit*, *rooming unit*, *housekeeping unit* or *premises* they occupy and control.

301.3 Vacant structures and land. Vacant structures and *premises* thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

SECTION 302 EXTERIOR PROPERTY AREAS

302.1 Sanitation. *Exterior property* and *premises* shall be maintained in a clean, safe and sanitary condition. The *occupant* shall keep that part of the *exterior property* that such *occupant* occupies or controls in a clean and sanitary condition.

302.2 Grading and drainage. *Premises* shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any *structure* located thereon.

Exception: *Approved* retention areas and reservoirs.

302.3 Sidewalks and driveways. Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

302.4 Weeds. *Premises* and *exterior property* shall be maintained free from weeds or plant growth in excess of [JURISDICTION TO INSERT HEIGHT IN INCHES]. Noxious

weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 108.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

302.5 Rodent harborage. Structures and *exterior property* shall be kept free from rodent harborage and *infestation*. Where rodents are found, they shall be promptly exterminated by *approved* processes that will not be injurious to human health. After *pest elimination*, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

302.6 Exhaust vents. Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly on abutting or adjacent public or private property or that of another *tenant*.

302.7 Accessory structures. Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

302.8 Motor vehicles. Except as provided for in other regulations, inoperative or unlicensed motor vehicles shall not be parked, kept or stored on any *premises*, and vehicles shall not at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an *approved* spray booth.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a *structure* or similarly enclosed area designed and *approved* for such purposes.

302.9 Defacement of property. A person shall not willfully or wantonly damage, mutilate or deface any exterior surface

GENERAL REQUIREMENTS

of any *structure* or building on any private or public property by placing thereon any marking, carving or graffiti.

It shall be the responsibility of the *owner* to restore said surface to an *approved* state of maintenance and repair.

SECTION 303 SWIMMING POOLS, SPAS AND HOT TUBS

303.1 Swimming pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.

303.2 Enclosures. Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier not less than 48 inches (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is less than 54 inches (1372 mm) above the bottom of the gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of 6 inches (152 mm) from the gatepost. An existing pool enclosure shall not be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F1346 shall be exempt from the provisions of this section.

SECTION 304 EXTERIOR STRUCTURE

304.1 General. The exterior of a *structure* shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

304.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.
2. The *anchorage* of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects.
3. Structures or components thereof that have reached their limit state.
4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight.
5. Structural members that have evidence of *deterioration* or that are not capable of safely supporting all nominal loads and load effects.

6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.
7. Exterior walls that are not *anchored* to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.
8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of *deterioration*, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.
9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of *deterioration* or fatigue, are not properly *anchored* or are incapable of supporting all nominal loads and resisting all load effects.
10. Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects.
11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects.
12. Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including *guards* and handrails, are not structurally sound, not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects.
13. Chimneys, cooling towers, smokestacks and similar appurtenances not structurally sound or not properly *anchored*, or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. Where substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted where *approved* by the *code official*.

304.2 Protective treatment. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treat-

ment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

[F] 304.3 Premises identification. Buildings shall have *approved* address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be not less than 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

304.4 Structural members. Structural members shall be maintained free from *deterioration*, and shall be capable of safely supporting the imposed dead and live loads.

304.5 Foundation walls. Foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

304.6 Exterior walls. Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent *deterioration*.

304.7 Roofs and drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or *deterioration* in the walls or interior portion of the *structure*. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

304.8 Decorative features. Cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper *anchorage* and in a safe condition.

304.9 Overhang extensions. Overhang extensions including, but not limited to, canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly *anchored* so as to be kept in a sound condition. Where required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.10 Stairways, decks, porches and balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper *anchorage* and capable of supporting the imposed loads.

304.11 Chimneys and towers. Chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. Exposed

surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

304.12 Handrails and guards. Every handrail and *guard* shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

304.13 Window, skylight and door frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

304.13.1 Glazing. Glazing materials shall be maintained free from cracks and holes.

304.13.2 Openable windows. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

304.14 Insect screens. During the period from [DATE] to [DATE], every door, window and other outside opening required for *ventilation* of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with *approved* tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other *approved* means, such as air curtains or insect repellent fans, are employed.

304.15 Doors. Exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to *dwelling units* and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

304.16 Basement hatchways. Every *basement* hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

304.17 Guards for basement windows. Every *basement* window that is openable shall be supplied with rodent shields, storm windows or other *approved* protection against the entry of rodents.

304.18 Building security. Doors, windows or hatchways for *dwelling units*, room units or *housekeeping units* shall be provided with devices designed to provide security for the *occupants* and property within.

304.18.1 Doors. Doors providing access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a minimum lock throw of 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

GENERAL REQUIREMENTS

304.18.2 Windows. Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with a window sash locking device.

304.18.3 Basement hatchways. *Basement* hatchways that provide access to a *dwelling unit*, *rooming unit* or *housekeeping unit* that is rented, leased or let shall be equipped with devices that secure the units from unauthorized entry.

304.19 Gates. Exterior gates, gate assemblies, operator systems if provided, and hardware shall be maintained in good condition. Latches at all entrances shall tightly secure the gates.

SECTION 305 INTERIOR STRUCTURE

305.1 General. The interior of a *structure* and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. *Occupants* shall keep that part of the *structure* that they occupy or control in a clean and sanitary condition. Every *owner* of a *structure* containing a *rooming house*, *housekeeping units*, a hotel, a dormitory, two or more *dwelling units* or two or more nonresidential *occupancies*, shall maintain, in a clean and sanitary condition, the shared or public areas of the *structure* and *exterior property*.

305.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects.
3. Structures or components thereof that have reached their limit state.
4. Structural members are incapable of supporting nominal loads and load effects.
5. Stairs, landings, balconies and all similar walking surfaces, including *guards* and handrails, are not structurally sound, not properly *anchored* or are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects.
6. Foundation systems that are not firmly supported by footings are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. Where substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted where *approved* by the *code official*.

305.2 Structural members. Structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

305.3 Interior surfaces. Interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected.

305.4 Stairs and walking surfaces. Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.

305.5 Handrails and guards. Every handrail and *guard* shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

305.6 Interior doors. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

SECTION 306 COMPONENT SERVICEABILITY

306.1 General. The components of a *structure* and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.

306.1.1 Unsafe conditions. Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. Soils that have been subjected to any of the following conditions:
 - 1.1. Collapse of footing or foundation system.
 - 1.2. Damage to footing, foundation, concrete or other structural element due to soil expansion.
 - 1.3. Adverse effects to the design strength of footing, foundation, concrete or other structural element due to a chemical reaction from the soil.
 - 1.4. Inadequate soil as determined by a geotechnical investigation.
 - 1.5. Where the allowable bearing capacity of the soil is in doubt.

GENERAL REQUIREMENTS

- 1.6. Adverse effects to the footing, foundation, concrete or other structural element due to the ground water table.
2. Concrete that has been subjected to any of the following conditions:
 - 2.1. *Deterioration.*
 - 2.2. *Ultimate deformation.*
 - 2.3. Fractures.
 - 2.4. Fissures.
 - 2.5. Spalling.
 - 2.6. Exposed reinforcement.
 - 2.7. *Detached*, dislodged or failing connections.
3. Aluminum that has been subjected to any of the following conditions:
 - 3.1. *Deterioration.*
 - 3.2. Corrosion.
 - 3.3. Elastic deformation.
 - 3.4. *Ultimate deformation.*
 - 3.5. Stress or strain cracks.
 - 3.6. Joint fatigue.
 - 3.7. *Detached*, dislodged or failing connections.
4. Masonry that has been subjected to any of the following conditions:
 - 4.1. *Deterioration.*
 - 4.2. *Ultimate deformation.*
 - 4.3. Fractures in masonry or mortar joints.
 - 4.4. Fissures in masonry or mortar joints.
 - 4.5. Spalling.
 - 4.6. Exposed reinforcement.
 - 4.7. *Detached*, dislodged or failing connections.
5. Steel that has been subjected to any of the following conditions:
 - 5.1. *Deterioration.*
 - 5.2. Elastic deformation.
 - 5.3. *Ultimate deformation.*
 - 5.4. Metal fatigue.
 - 5.5. *Detached*, dislodged or failing connections.
6. Wood that has been subjected to any of the following conditions:
 - 6.1. Ultimate deformation.
 - 6.2. Deterioration.
 - 6.3. Damage from insects, rodents and other vermin.
 - 6.4. Fire damage beyond charring.
 - 6.5. Significant splits and checks.
 - 6.6. Horizontal shear cracks.
 - 6.7. Vertical shear cracks.
 - 6.8. Inadequate support.
 - 6.9. *Detached*, dislodged or failing connections.

- 6.10. Excessive cutting and notching.

Exceptions:

1. Where substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted where *approved* by the *code official*.

SECTION 307 HANDRAILS AND GUARDRAILS

307.1 General. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface that is more than 30 inches (762 mm) above the floor or grade below shall have *guards*. Handrails shall be not less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. *Guards* shall be not less than 30 inches (762 mm) in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exception: *Guards* shall not be required where exempted by the adopted building code.

SECTION 308 RUBBISH AND GARBAGE

308.1 Accumulation of rubbish or garbage. *Exterior property* and *premises*, and the interior of every *structure*, shall be free from any accumulation of *rubbish* or garbage.

308.2 Disposal of rubbish. Every *occupant* of a *structure* shall dispose of all *rubbish* in a clean and sanitary manner by placing such *rubbish* in *approved* containers.

308.2.1 Rubbish storage facilities. The *owner* of every occupied *premises* shall supply *approved* covered containers for *rubbish*, and the *owner* of the *premises* shall be responsible for the removal of *rubbish*.

308.2.2 Refrigerators. Refrigerators and similar equipment not in operation shall not be discarded, abandoned or stored on *premises* without first removing the doors.

308.3 Disposal of garbage. Every *occupant* of a *structure* shall dispose of garbage in a clean and sanitary manner by placing such garbage in an *approved* garbage disposal facility or *approved* garbage containers.

308.3.1 Garbage facilities. The *owner* of every dwelling shall supply one of the following: an *approved* mechanical food waste grinder in each *dwelling unit*; an *approved* incinerator unit in the *structure* available to the *occupants* in each *dwelling unit*; or an *approved* leakproof, covered, outside garbage container.

308.3.2 Containers. The *operator* of every establishment producing garbage shall provide, and at all times cause to be utilized, *approved* leakproof containers provided with close-fitting covers for the storage of such materials until removed from the *premises* for disposal.

GENERAL REQUIREMENTS

SECTION 309
PEST ELIMINATION

309.1 Infestation. Structures shall be kept free from insect and rodent *infestation*. Structures in which insects or rodents are found shall be promptly exterminated by *approved* processes that will not be injurious to human health. After *pest elimination*, proper precautions shall be taken to prevent reinfestation.

309.2 Owner. The *owner* of any *structure* shall be responsible for *pest elimination* within the *structure* prior to renting or leasing the *structure*.

309.3 Single occupant. The *occupant* of a one-family dwelling or of a single-tenant nonresidential *structure* shall be responsible for *pest elimination* on the *premises*.

309.4 Multiple occupancy. The *owner* of a *structure* containing two or more *dwelling units*, a multiple *occupancy*, a *rooming house* or a nonresidential *structure* shall be responsible for *pest elimination* in the public or shared areas of the *structure* and *exterior property*. If *infestation* is caused by failure of an *occupant* to prevent such *infestation* in the area occupied, the *occupant* and *owner* shall be responsible for *pest elimination*.

309.5 Occupant. The *occupant* of any *structure* shall be responsible for the continued rodent and pest-free condition of the *structure*.

Exception: Where the *infestations* are caused by defects in the *structure*, the *owner* shall be responsible for *pest elimination*.

CHAPTER 4

LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS

User note:

About this chapter: Chapter 4 sets forth requirements to establish the minimum environment for occupiable and habitable buildings by establishing the minimum criteria for light and ventilation and identifying occupancy limitations including minimum room width and area, minimum ceiling height and restrictions to prevent overcrowding.

SECTION 401 GENERAL

401.1 Scope. The provisions of this chapter shall govern the minimum conditions and standards for light, ventilation and space for occupying a structure.

401.2 Responsibility. The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. A person shall not occupy as owner-occupant, or permit another person to occupy, any premises that do not comply with the requirements of this chapter.

401.3 Alternative devices. In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the *International Building Code* shall be permitted.

SECTION 402 LIGHT

402.1 Habitable spaces. Every habitable space shall have not less than one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be 8 percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than 3 feet (914 mm) from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

Exception: Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be not less than 8 percent of the floor area of the interior room or space, or not less than 25 square feet (2.33 m²), whichever is greater. The exterior glazing area shall be based on the total floor area being served.

402.2 Common halls and stairways. Every common hall and stairway in residential occupancies, other than in one- and two-family dwellings, shall be lighted at all times with not less than a 60-watt standard incandescent light bulb for each 200 square feet (19 m²) of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than 30 feet (9144 mm). In other than residential occupancies, interior and exterior means of egress, stairways shall be illuminated at all times the building space served by

the means of egress is occupied with not less than 1 footcandle (11 lux) at floors, landings and treads.

402.3 Other spaces. Other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

SECTION 403 VENTILATION

403.1 Habitable spaces. Every habitable space shall have not less than one openable window. The total openable area of the window in every room shall be equal to not less than 45 percent of the minimum glazed area required in Section 402.1.

Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be not less than 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

403.2 Bathrooms and toilet rooms. Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 403.1, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.

403.3 Cooking facilities. Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in the rooming unit or dormitory unit.

Exceptions:

1. Where specifically approved in writing by the code official.
2. Devices such as coffee pots and microwave ovens shall not be considered cooking appliances.

403.4 Process ventilation. Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.

LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS

403.5 Clothes dryer exhaust. Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted outside the *structure* in accordance with the manufacturer's instructions.

Exception: Listed and *labeled* condensing (ductless) clothes dryers.

SECTION 404 OCCUPANCY LIMITATIONS

404.1 Privacy. *Dwelling units*, hotel units, *housekeeping units*, *rooming units* and dormitory units shall be arranged to provide privacy and be separate from other adjoining spaces.

404.2 Minimum room widths. A habitable room, other than a kitchen, shall be not less than 7 feet (2134 mm) in any plan dimension. Kitchens shall have a minimum clear passageway of 3 feet (914 mm) between counterfronts and appliances or counterfronts and walls.

404.3 Minimum ceiling heights. *Habitable spaces*, hallways, corridors, laundry areas, *bathrooms*, *toilet rooms* and habitable *basement* areas shall have a minimum clear ceiling height of 7 feet (2134 mm).

Exceptions:

1. In one- and two-family dwellings, beams or girders spaced not less than 4 feet (1219 mm) on center and projecting not greater than 6 inches (152 mm) below the required ceiling height.
2. *Basement* rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a minimum ceiling height of 6 feet 8 inches (2033 mm) with a minimum clear height of 6 feet 4 inches (1932 mm) under beams, girders, ducts and similar obstructions.
3. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a minimum clear ceiling height of 7 feet (2134 mm) over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a minimum clear ceiling height of 5 feet (1524 mm) shall be included.

404.4 Bedroom and living room requirements. Every *bedroom* and living room shall comply with the requirements of Sections 404.4.1 through 404.4.5.

404.4.1 Room area. Every living room shall contain not less than 120 square feet (11.2 m²) and every bedroom shall contain not less than 70 square feet (6.5 m²) and every bedroom occupied by more than one person shall contain not less than 50 square feet (4.6 m²) of floor area for each *occupant* thereof.

404.4.2 Access from bedrooms. *Bedrooms* shall not constitute the only means of access to other *bedrooms* or *habitable spaces* and shall not serve as the only means of egress from other *habitable spaces*.

Exception: Units that contain fewer than two *bedrooms*.

404.4.3 Water closet accessibility. Every *bedroom* shall have access to not less than one water closet and one lavatory without passing through another *bedroom*. Every *bedroom* in a *dwelling unit* shall have access to not less than one water closet and lavatory located in the same story as the *bedroom* or an adjacent story.

404.4.4 Prohibited occupancy. Kitchens and nonhabitable spaces shall not be used for sleeping purposes.

404.4.5 Other requirements. *Bedrooms* shall comply with the applicable provisions of this code including, but not limited to, the light, *ventilation*, room area, ceiling height and room width requirements of this chapter; the plumbing facilities and water-heating facilities requirements of Chapter 5; the heating facilities and electrical receptacle requirements of Chapter 6; and the smoke detector and emergency escape requirements of Chapter 7.

404.5 Overcrowding. *Dwelling units* shall not be occupied by more *occupants* than permitted by the minimum area requirements of Table 404.5.

TABLE 404.5
MINIMUM AREA REQUIREMENTS

SPACE	MINIMUM AREA IN SQUARE FEET		
	1-2 occupants	3-5 occupants	6 or more occupants
Living room ^{a, b}	120	120	150
Dining room ^{a, b}	No requirement	80	100
Bedrooms	Shall comply with Section 404.4.1		

For SI: 1 square foot = 0.0929 m².

a. See Section 404.5.2 for combined living room/dining room spaces.

b. See Section 404.5.1 for limitations on determining the minimum occupancy area for sleeping purposes.

404.5.1 Sleeping area. The minimum occupancy area required by Table 404.5 shall not be included as a sleeping area in determining the minimum occupancy area for sleeping purposes. Sleeping areas shall comply with Section 404.4.

404.5.2 Combined spaces. Combined living room and dining room spaces shall comply with the requirements of Table 404.5 if the total area is equal to that required for separate rooms and if the space is located so as to function as a combination living room/dining room.

404.6 Efficiency unit. Nothing in this section shall prohibit an efficiency living unit from meeting the following requirements:

1. A unit occupied by not more than one *occupant* shall have a minimum clear floor area of 120 square feet (11.2 m²). A unit occupied by not more than two *occupants* shall have a minimum clear floor area of 220 square feet (20.4 m²). A unit occupied by three *occupants* shall have a minimum clear floor area of 320 square feet (29.7 m²). These required areas shall be exclusive of the areas required by Items 2 and 3.
2. The unit shall be provided with a kitchen sink, cooking appliance and refrigeration facilities, each having a minimum clear working space of 30 inches

(762 mm) in front. Light and *ventilation* conforming to this code shall be provided.

3. The unit shall be provided with a separate *bathroom* containing a water closet, lavatory and bathtub or shower.
4. The maximum number of *occupants* shall be three.

404.7 Food preparation. Spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage.

(99)

(99)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

CHAPTER 5

PLUMBING FACILITIES AND FIXTURE REQUIREMENTS

User note:

About this chapter: Chapter 5 establishes minimum sanitary and clean conditions in occupied buildings by containing requirements for the installation, maintenance and location of plumbing systems and facilities, including the water supply system, water heating appliances, sewage disposal systems and related plumbing fixtures. Chapter 5 includes requirements for providing potable water to a building and the basic fixtures to effectively utilize and dispose of that water.

SECTION 501 GENERAL

501.1 Scope. The provisions of this chapter shall govern the minimum plumbing systems, facilities and plumbing fixtures to be provided.

501.2 Responsibility. The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any structure or premises that does not comply with the requirements of this chapter.

SECTION 502 REQUIRED FACILITIES

[P] 502.1 Dwelling units. Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink that shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in the same room as the water closet or located in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.

[P] 502.2 Rooming houses. Not less than one water closet, lavatory and bathtub or shower shall be supplied for each four rooming units.

[P] 502.3 Hotels. Where private water closets, lavatories and baths are not provided, one water closet, one lavatory and one bathtub or shower having access from a public hallway shall be provided for each 10 occupants.

[P] 502.4 Employees' facilities. Not less than one water closet, one lavatory and one drinking facility shall be available to employees.

[P] 502.4.1 Drinking facilities. Drinking facilities shall be a drinking fountain, water cooler, bottled water cooler or disposable cups next to a sink or water dispenser. Drinking facilities shall not be located in toilet rooms or bathrooms.

[P] 502.5 Public toilet facilities. Public toilet facilities shall be maintained in a safe, sanitary and working condition in accordance with the *International Plumbing Code*. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.

SECTION 503 TOILET ROOMS

[P] 503.1 Privacy. Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

[P] 503.2 Location. Toilet rooms and bathrooms serving hotel units, rooming units or dormitory units or housekeeping units, shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

[P] 503.3 Location of employee toilet facilities. Toilet facilities shall have access from within the employees' working area. The required toilet facilities shall be located not more than one story above or below the employees' working area and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m). Employee facilities shall either be separate facilities or combined employee and public facilities.

Exception: Facilities that are required for employees in storage structures or kiosks, which are located in adjacent structures under the same ownership, lease or control, shall not exceed a travel distance of 500 feet (152 m) from the employees' regular working area to the facilities.

[P] 503.4 Floor surface. In other than dwelling units, every toilet room floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition.

SECTION 504 PLUMBING SYSTEMS AND FIXTURES

[P] 504.1 General. Plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. Plumbing fixtures shall be maintained in a safe, sanitary and functional condition.

[P] 504.2 Fixture clearances. Plumbing fixtures shall have adequate clearances for usage and cleaning.

[P] 504.3 Plumbing system hazards. Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service,

PLUMBING FACILITIES AND FIXTURE REQUIREMENTS

inadequate venting, cross connection, backsiphonage, improper installation, *deterioration* or damage or for similar reasons, the *code official* shall require the defects to be corrected to eliminate the hazard.

SECTION 505 WATER SYSTEM

505.1 General. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an *approved* private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the *International Plumbing Code*.

[P] 505.2 Contamination. The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an *approved* atmospheric-type vacuum breaker or an *approved* permanently attached hose connection vacuum breaker.

[P] 505.3 Supply. The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

[P] 505.4 Water heating facilities. Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature not less than 110°F (43°C). A gas-burning water heater shall not be located in any *bathroom, toilet room, bedroom* or other occupied room normally kept closed, unless adequate combustion air is provided. An *approved* combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

[P] 505.5 Nonpotable water reuse systems. Nonpotable water reuse systems and rainwater collection and conveyance systems shall be maintained in a safe and sanitary condition. Where such systems are not properly maintained, the systems shall be repaired to provide for safe and sanitary conditions, or the system shall be abandoned in accordance with Section 505.5.1.

[P] 505.5.1 Abandonment of systems. Where a nonpotable water reuse system or a rainwater collection and distribution system is not maintained or the *owner* ceases use of the system, the system shall be abandoned in accordance with Section 1301.10 of the *International Plumbing Code*.

SECTION 506 SANITARY DRAINAGE SYSTEM

[P] 506.1 General. Plumbing fixtures shall be properly connected to either a public sewer system or to an *approved* private sewage disposal system.

[P] 506.2 Maintenance. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects.

[P] 506.3 Grease interceptors. Grease interceptors and automatic grease removal devices shall be maintained in accordance with this code and the manufacturer's installation instructions. Grease interceptors and automatic grease removal devices shall be regularly serviced and cleaned to prevent the discharge of oil, grease, and other substances harmful or hazardous to the building drainage system, the public sewer, the private sewage disposal system or the sewage treatment plant or processes. Records of maintenance, cleaning and repairs shall be available for inspection by the *code official*.

SECTION 507 STORM DRAINAGE

[P] 507.1 General. Drainage of roofs and paved areas, *yards* and courts, and other open areas on the *premises* shall not be discharged in a manner that creates a public nuisance.

CHAPTER 6

MECHANICAL AND ELECTRICAL REQUIREMENTS

User note:

About this chapter: Chapter 6 establishes minimum performance requirements for heating, electrical and mechanical facilities serving existing structures, such as heating and air-conditioning equipment, appliances and their supporting systems; water heating equipment, appliances and systems; cooking equipment and appliances; ventilation and exhaust equipment; gas and liquid fuel distribution piping and components; fireplaces and solid fuel-burning appliances; chimneys and vents; electrical services; lighting fixtures; electrical receptacle outlets; electrical distribution system equipment, devices and wiring; and elevators, escalators and dumbwaiters.

SECTION 601 GENERAL

601.1 Scope. The provisions of this chapter shall govern the minimum mechanical and electrical facilities and equipment to be provided.

601.2 Responsibility. The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as *owner-occupant* or permit another person to occupy any premises that does not comply with the requirements of this chapter.

SECTION 602 HEATING FACILITIES

602.1 Facilities required. Heating facilities shall be provided in structures as required by this section.

602.2 Residential occupancies. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms* based on the winter outdoor design temperature for the locality indicated in Appendix D of the *International Plumbing Code*. Cooking appliances shall not be used, nor shall portable unvented fuel-burning space heaters be used, as a means to provide required heating. The installation of one or more portable space heaters shall not be used to achieve compliance with this section.

Exception: In areas where the average monthly temperature is above 30°F (-1°C), a minimum temperature of 65°F (18°C) shall be maintained.

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied, to furnish heat to the *occupants* thereof shall supply heat during the period from [DATE] to [DATE] to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter

outdoor design temperature for the locality shall be as indicated in Appendix D of the *International Plumbing Code*.

2. In areas where the average monthly temperature is above 30°F (-1°C), a minimum temperature of 65°F (18°C) shall be maintained.

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from [DATE] to [DATE] to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

Exceptions:

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

602.5 Room temperature measurement. The required room temperatures shall be measured 3 feet (914 mm) above the floor near the center of the room and 2 feet (610 mm) inward from the center of each exterior wall.

SECTION 603 MECHANICAL EQUIPMENT

603.1 Mechanical equipment and appliances. Mechanical equipment, appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

603.2 Removal of combustion products. Fuel-burning equipment and appliances shall be connected to an *approved* chimney or vent.

Exception: Fuel-burning equipment and appliances that are *labeled* for unvented operation.

603.3 Clearances. Required clearances to combustible materials shall be maintained.

603.4 Safety controls. Safety controls for fuel-burning equipment shall be maintained in effective operation.

603.5 Combustion air. A supply of air for complete combustion of the fuel and for *ventilation* of the space containing the fuel-burning equipment shall be provided for the fuel-burning equipment.

MECHANICAL AND ELECTRICAL REQUIREMENTS

603.6 Energy conservation devices. Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom, shall not be installed unless *labeled* for such purpose and the installation is specifically *approved*.

SECTION 604 ELECTRICAL FACILITIES

604.1 Facilities required. Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 605.

604.2 Service. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with NFPA 70. *Dwelling units* shall be served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 60 amperes.

604.3 Electrical system hazards. Where it is found that the electrical system in a *structure* constitutes a hazard to the *occupants* or the *structure* by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, *deterioration* or damage, or for similar reasons, the *code official* shall require the defects to be corrected to eliminate the hazard.

604.3.1 Abatement of electrical hazards associated with water exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to water.

604.3.1.1 Electrical equipment. Electrical distribution equipment, motor circuits, power equipment, transformers, wire, cable, flexible cords, wiring devices, ground fault circuit interrupters, surge protectors, molded case circuit breakers, low-voltage fuses, luminaires, ballasts, motors and electronic control, signaling and communication equipment that have been exposed to water shall be replaced in accordance with the provisions of the *International Building Code*.

Exception: The following equipment shall be allowed to be repaired where an inspection report from the equipment manufacturer or *approved* manufacturer's representative indicates that the equipment has not sustained damage that requires replacement:

1. Enclosed switches, rated not more than 600 volts or less.
2. Busway, rated not more than 600 volts.
3. Panelboards, rated not more than 600 volts.
4. Switchboards, rated not more than 600 volts.
5. Fire pump controllers, rated not more than 600 volts.
6. Manual and magnetic motor controllers.
7. Motor control centers.
8. Alternating current high-voltage circuit breakers.
9. Low-voltage power circuit breakers.
10. Protective relays, meters and current transformers.
11. Low- and medium-voltage switchgear.
12. Liquid-filled transformers.
13. Cast-resin transformers.
14. Wire or cable that is suitable for wet locations and whose ends have not been exposed to water.
15. Wire or cable, not containing fillers, that is suitable for wet locations and whose ends have not been exposed to water.
16. Luminaires that are listed as submersible.
17. Motors.
18. Electronic control, signaling and communication equipment.

604.3.2 Abatement of electrical hazards associated with fire exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to fire.

604.3.2.1 Electrical equipment. Electrical switches, receptacles and fixtures, including furnace, water heating, security system and power distribution circuits, that have been exposed to fire, shall be replaced in accordance with the provisions of the *International Building Code*.

Exception: Electrical switches, receptacles and fixtures that shall be allowed to be repaired where an inspection report from the equipment manufacturer or *approved* manufacturer's representative indicates that the equipment has not sustained damage that requires replacement.

SECTION 605 ELECTRICAL EQUIPMENT

605.1 Installation. Electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and *approved* manner.

605.2 Receptacles. Every *habitable space* in a dwelling shall contain not less than two separate and remote receptacle outlets. Every laundry area shall contain not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every *bathroom* shall contain not less than one receptacle. Any new *bathroom* receptacle outlet shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

605.3 Luminaires. Every public hall, interior stairway, *toilet room*, kitchen, *bathroom*, laundry room, boiler room and furnace room shall contain not less than one electric luminaire. Pool and spa luminaires over 15 V shall have ground fault circuit interrupter protection.

605.4 Wiring. Flexible cords shall not be used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.

SECTION 606 ELEVATORS, ESCALATORS AND DUMBWAITERS

606.1 General. Elevators, dumbwaiters and escalators shall be maintained in compliance with ASME A17.1. The most current certificate of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter, be available for public inspection in the office of the building *operator* or be posted in a publicly conspicuous location *approved* by the *code official*. The inspection and tests shall be performed at not less than the periodic intervals listed in ASME A17.1, Appendix N, except where otherwise specified by the authority having jurisdiction.

606.2 Elevators. In buildings equipped with passenger elevators, not less than one elevator shall be maintained in operation at all times when the building is occupied.

Exception: Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing.

SECTION 607 DUCT SYSTEMS

607.1 General. Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

CHAPTER 7

FIRE SAFETY REQUIREMENTS

User note:

About this chapter: Chapter 7 establishes fire safety requirements for existing structures by providing requirements for means of egress, including path of travel, required egress width, means of egress doors and emergency escape openings, and for the maintenance of fire-resistance-rated assemblies, fire protection systems, and carbon monoxide alarm and detection systems.

SECTION 701 GENERAL

701.1 Scope. The provisions of this chapter shall govern the minimum conditions and standards for fire safety relating to structures and exterior *premises*, including fire safety facilities and equipment to be provided.

701.2 Responsibility. The *owner* of the *premises* shall provide and maintain such fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as *owner-occupant* or permit another person to occupy any *premises* that do not comply with the requirements of this chapter.

SECTION 702 MEANS OF EGRESS

[BE] 702.1 General. A safe, continuous and unobstructed path of travel shall be provided from any point in a building or *structure* to the *public way*. Means of egress shall comply with the *International Fire Code*.

[BE] 702.2 Aisles. The required width of aisles in accordance with the *International Fire Code* shall be unobstructed.

[BE] 702.3 Locked doors. Means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the *International Building Code*.

[BE] 702.4 Emergency escape and rescue openings. Required emergency escape and rescue openings shall be maintained in accordance with the code in effect at the time of construction, and both of the following:

1. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.
2. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided that the minimum net clear opening size complies with the code that was in effect at the time of construction and the unit is equipped with smoke alarms installed in accordance with Section 907.2.10 of the *International Building Code*. Such devices shall be releasable or removable from the inside without the use of a key, tool or force greater

than that which is required for normal operation of the escape and rescue opening.

SECTION 703 FIRE-RESISTANCE RATINGS

[BF] 703.1 Fire-resistance-rated assemblies. The provisions of this chapter shall govern maintenance of the materials, systems and assemblies used for structural fire resistance and fire-resistance-rated construction separation of adjacent spaces to safeguard against the spread of fire and smoke within a building and the spread of fire to or from buildings.

[BF] 703.2 Unsafe conditions. Where any components are not maintained and do not function as intended or do not have the fire resistance required by the code under which the building was constructed or altered, such components or portions thereof shall be deemed unsafe conditions in accordance with Section 114.1.1 of the *International Fire Code*. Components or portions thereof determined to be unsafe shall be repaired or replaced to conform to that code under which the building was constructed or altered. Where the condition of components is such that any building, *structure* or portion thereof presents an *imminent danger* to the *occupants* of the building, *structure* or portion thereof, the fire code official shall act in accordance with Section 114.2 of the *International Fire Code*.

[BF] 703.3 Maintenance. The required fire-resistance rating of fire-resistance-rated construction, including walls, firestops, shaft enclosures, partitions, smoke barriers, floors, fire-resistive coatings and sprayed fire-resistant materials applied to structural members and joint systems, shall be maintained. Such elements shall be visually inspected annually by the *owner* and repaired, restored or replaced where damaged, altered, breached or penetrated. Records of inspections and repairs shall be maintained. Where concealed, such elements shall not be required to be visually inspected by the *owner* unless the concealed space is accessible by the removal or movement of a panel, access door, ceiling tile or entry to the space. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer and any other reason shall be protected with *approved* methods capable of resisting the passage of smoke and fire. Openings through fire-resistance-rated assemblies shall be protected by self- or automatic-closing doors of *approved* construction meeting the fire protection requirements for the assembly.

FIRE SAFETY REQUIREMENTS

[BF] 703.3.1 Fire blocking and draft stopping. Required fire blocking and draft stopping in combustible concealed spaces shall be maintained to provide continuity and integrity of the construction.

[BF] 703.3.2 Smoke barriers and smoke partitions. Required smoke barriers and smoke partitions shall be maintained to prevent the passage of smoke. Openings protected with *approved* smoke barrier doors or smoke dampers shall be maintained in accordance with NFPA 105.

[BF] 703.3.3 Fire walls, fire barriers, and fire partitions. Required fire walls, fire barriers and fire partitions shall be maintained to prevent the passage of fire. Openings protected with *approved* doors or fire dampers shall be maintained in accordance with NFPA 80.

[BF] 703.4 Opening protectives. Opening protectives shall be maintained in an operative condition in accordance with NFPA 80. The application of field-applied labels associated with the maintenance of opening protectives shall follow the requirements of the *approved* third-party certification organization accredited for listing the opening protective. Fire doors and smoke barrier doors shall not be blocked or obstructed, or otherwise made inoperable. Fusible links shall be replaced whenever fused or damaged. Fire door assemblies shall not be modified.

[BF] 703.4.1 Signs. Where required by the *code official*, a sign shall be permanently displayed on or near each fire door in letters not less than 1 inch (25 mm) high to read as follows:

1. For doors designed to be kept normally open: FIRE DOOR – DO NOT BLOCK.
2. For doors designed to be kept normally closed: FIRE DOOR – KEEP CLOSED.

[BF] 703.4.2 Hold-open devices and closers. Hold-open devices and automatic door closers shall be maintained. During the period that such a device is out of service for repairs, the door it operates shall remain in the closed position.

[BF] 703.4.3 Door operation. Swinging fire doors shall close from the full-open position and latch automatically. The door closer shall exert enough force to close and latch the door from any partially open position.

[BF] 703.5 Ceilings. The hanging and displaying of salable goods and other decorative materials from acoustical ceiling systems that are part of a fire-resistance-rated horizontal assembly shall be prohibited.

[BF] 703.6 Testing. Horizontal and vertical sliding and rolling fire doors shall be inspected and tested annually to confirm operation and full closure. Records of inspections and testing shall be maintained.

[BF] 703.7 Vertical shafts. Interior vertical shafts, including stairways, elevator hoistways and service and utility shafts, which connect two or more stories of a building shall be enclosed or protected as required in Chapter 11 of the *International Fire Code*. New floor openings in existing buildings shall comply with the *International Building Code*.

[BF] 703.8 Opening protective closers. Where openings are required to be protected, opening protectives shall be maintained self-closing or automatic-closing by smoke detection. Existing fusible-link-type automatic door-closing devices shall be replaced if the fusible link rating exceeds 135°F (57°C).

SECTION 704 FIRE PROTECTION SYSTEMS

[F] 704.1 Inspection, testing and maintenance. Fire protection and life safety systems shall be maintained in accordance with the *International Fire Code* in an operative condition at all times, and shall be replaced or repaired where defective.

[F] 704.1.1 Fire protection and life safety systems. Fire protection and life safety systems shall be installed, repaired, operated and maintained in accordance with this code the *International Fire Code* and the *International Building Code*.

[F] 704.1.2 Required fire protection and life safety systems. Fire protection and life safety systems required by this code, the *International Fire Code* or the *International Building Code* shall be installed, repaired, operated, tested and maintained in accordance with this code. A fire protection and life safety system for which a design option, exception or reduction to the provisions of this code, the *International Fire Code* or the *International Building Code* has been granted shall be considered to be a required system.

[F] 704.1.3 Fire protection systems. Fire protection systems shall be inspected, maintained and tested in accordance with the following *International Fire Code* requirements.

1. Automatic sprinkler systems, see Section 903.5.
2. Automatic fire-extinguishing systems protecting commercial cooking systems, see Section 904.13.5.
3. Automatic water mist extinguishing systems, see Section 904.11.
4. Carbon dioxide extinguishing systems, see Section 904.8.
5. Carbon monoxide alarms and carbon monoxide detection systems, see Section 915.6.
6. Clean-agent extinguishing systems, see Section 904.10.
7. Dry-chemical extinguishing systems, see Section 904.6.
8. Fire alarm and fire detection systems, see Section 907.8.
9. Fire department connections, see Sections 912.4 and 912.7.
10. Fire pumps, see Section 913.5.
11. Foam extinguishing systems, see Section 904.7.
12. Halon extinguishing systems, see Section 904.9.

13. Single- and multiple-station smoke alarms, see Section 907.10.
14. Smoke and heat vents and mechanical smoke removal systems, see Section 910.5.
15. Smoke control systems, see Section 909.22.
16. Wet-chemical extinguishing systems, see Section 904.5.

[F] 704.2 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 704.2 and as required in this section.

**TABLE 704.2
FIRE PROTECTION SYSTEM MAINTENANCE STANDARDS**

SYSTEM	STANDARD
Portable fire extinguishers	NFPA 10
Carbon dioxide fire-extinguishing system	NFPA 12
Halon 1301 fire-extinguishing systems	NFPA 12A
Dry-chemical extinguishing systems	NFPA 17
Wet-chemical extinguishing systems	NFPA 17A
Water-based fire protection systems	NFPA 25
Fire alarm systems	NFPA 72
Smoke and heat vents	NFPA 204
Water-mist systems	NFPA 750
Clean-agent extinguishing systems	NFPA 2001

[F] 704.2.1 Records. Records shall be maintained of all system inspections, tests and maintenance required by the referenced standards.

[F] 704.2.2 Records information. Initial records shall include the: name of the installation contractor; type of components installed; manufacturer of the components; location and number of components installed per floor; and manufacturers' operation and maintenance instruction manuals. Such records shall be maintained for the life of the installation.

[F] 704.3 Systems out of service. Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, either the building shall be evacuated or an *approved* fire watch shall be provided for all *occupants* left unprotected by the shutdown until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with not less than one *approved* means for notification of the fire department and shall not have duties beyond performing constant patrols of the protected *premises* and keeping watch for fires. Actions shall be taken in accordance with Section 901 of the *International Fire Code* to bring the systems back in service.

Exception: Facilities with an approved notification and impairment management program. The notification and impairment program for water-based fire protection systems shall comply with NFPA 25.

[F] 704.3.1 Emergency impairments. Where unplanned impairments of fire protection systems occur, appropriate emergency action shall be taken to minimize potential

injury and damage. The impairment coordinator shall implement the steps outlined in Section 901.7.4 of the *International Fire Code*.

[F] 704.4 Removal of or tampering with equipment. It shall be unlawful for any person to remove, tamper with or otherwise disturb any fire protection or life safety system required by this code except for the purposes of extinguishing fire, training, recharging or making necessary repairs.

[F] 704.4.1 Removal of or tampering with appurtenances. Locks, gates, doors, barricades, chains, enclosures, signs, tags and seals that have been installed by or at the direction of the fire code official shall not be removed, unlocked, destroyed or tampered with in any manner.

[F] 704.4.2 Removal of existing occupant-use hose lines. The fire code official is authorized to permit the removal of existing *occupant-use* hose lines where all of the following apply:

1. The installation is not required by the *International Fire Code* or the *International Building Code*.
2. The hose line would not be utilized by trained personnel or the fire department.
3. The remaining outlets are compatible with local fire department fittings.

[F] 704.4.3 Termination of monitoring service. For fire alarm systems required to be monitored by the *International Fire Code*, notice shall be made to the fire code official whenever alarm monitoring services are terminated. Notice shall be made in writing by the provider of the monitoring service being terminated.

[F] 704.5 Fire department connection. Where the fire department connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an *approved* sign mounted on the street front or on the side of the building. Such sign shall have the letters "FDC" not less than 6 inches (152 mm) high and words in letters not less than 2 inches (51 mm) high or an arrow to indicate the location. Such signs shall be subject to the approval of the fire code official.

[F] 704.5.1 Fire department connection access. Ready access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other fixed or movable object. Access to fire department connections shall be *approved* by the fire chief.

Exception: Fences, where provided with an access gate equipped with a sign complying with the legend requirements of Section 912.5 of the *International Fire Code* and a means of emergency operation. The gate and the means of emergency operation shall be *approved* by the fire chief and maintained operational at all times.

[F] 704.5.2 Clear space around connections. A working space of not less than 36 inches (914 mm) in width, 36 inches (914 mm) in depth and 78 inches (1981 mm) in

FIRE SAFETY REQUIREMENTS

height shall be provided and maintained in front of and to the sides of wall-mounted fire department connections and around the circumference of free-standing fire department connections.

[F] 704.6 Single- and multiple-station smoke alarms. Single- and multiple-station smoke alarms shall be installed in existing Group I-1 and R *occupancies* in accordance with Sections 704.6.1 through 704.6.3.

[F] 704.6.1 Where required. Existing Group I-1 and R *occupancies* shall be provided with single-station smoke alarms in accordance with Sections 704.6.1.1 through 704.6.1.4. Interconnection and power sources shall be in accordance with Sections 704.6.2 and 704.6.3.

Exceptions:

1. Where the code that was in effect at the time of construction required smoke alarms and smoke alarms complying with those requirements are already provided.
2. Where smoke alarms have been installed in *occupancies* and dwellings that were not required to have them at the time of construction, additional smoke alarms shall not be required provided that the existing smoke alarms comply with requirements that were in effect at the time of installation.
3. Where smoke detectors connected to a fire alarm system have been installed as a substitute for smoke alarms.

[F] 704.6.1.1 Group R-1. Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the means of egress from the sleeping area to the door leading from the *sleeping unit*.
3. In each story within the *sleeping unit*, including *basements*. For *sleeping units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

[F] 704.6.1.2 Groups R-2, R-3, R-4 and I-1. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of *occupant load* at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
2. In each room used for sleeping purposes.
3. In each story within a *dwelling unit*, including *basements* but not including crawl spaces and uninhabitable attics. In *dwellings* or *dwelling units* with split levels and without an interven-

ing door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

[F] 704.6.1.3 Installation near cooking appliances. Smoke alarms shall not be installed in the following locations unless this would prevent placement of a smoke alarm in a location required by Section 704.6.1.1 or 704.6.1.2.

1. Ionization smoke alarms shall not be installed less than 20 feet (6096 mm) horizontally from a permanently installed cooking appliance.
2. Ionization smoke alarms with an alarm-silencing switch shall not be installed less than 10 feet (3048 mm) horizontally from a permanently installed cooking appliance.
3. Photoelectric smoke alarms shall not be installed less than 6 feet (1829 mm) horizontally from a permanently installed cooking appliance.

[F] 704.6.1.4 Installation near bathrooms. Smoke alarms shall be installed not less than 3 feet (914 mm) horizontally from the door or opening of a *bathroom* that contains a bathtub or shower unless this would prevent placement of a smoke alarm required by Section 704.6.1.1 or 704.6.1.2.

[F] 704.6.2 Interconnection. Where more than one smoke alarm is required to be installed within an individual *dwelling* or *sleeping unit*, the smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. Physical interconnection of smoke alarms shall not be required where listed wireless alarms are installed and all alarms sound upon activation of one alarm. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed.

Exceptions:

1. Interconnection is not required in buildings that are not undergoing *alterations*, repairs or construction of any kind.
2. Smoke alarms in existing areas are not required to be interconnected where *alterations* or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or *basement* available that could provide access for interconnection without the removal of interior finishes.

[F] 704.6.3 Power source. Single-station smoke alarms shall receive their primary power from the building wiring provided that such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms with integral strobes that are not equipped with battery backup shall be connected to an emergency electrical system. Smoke alarms shall emit a

signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

become inoperable or begin producing end-of-life signals shall be replaced.

Exceptions:

1. Smoke alarms are permitted to be solely battery operated in existing buildings where construction is not taking place.
2. Smoke alarms are permitted to be solely battery operated in buildings that are not served from a commercial power source.
3. Smoke alarms are permitted to be solely battery operated in existing areas of buildings undergoing *alterations* or repairs that do not result in the removal of interior walls or ceiling finishes exposing the structure, unless there is an attic, crawl space or *basement* available that could provide access for building wiring without the removal of interior finishes.

[F] 704.6.4 Smoke detection system. Smoke detectors listed in accordance with UL 268 and provided as part of the building's fire alarm system shall be an acceptable alternative to single- and multiple-station smoke alarms and shall comply with the following:

1. The fire alarm system shall comply with all applicable requirements in Section 907 of the *International Fire Code*.
2. Activation of a smoke detector in a dwelling or sleeping unit shall initiate alarm notification in the *dwelling* or *sleeping unit* in accordance with Section 907.5.2 of the *International Fire Code*.
3. Activation of a smoke detector in a *dwelling* or *sleeping unit* shall not activate alarm notification appliances outside of the *dwelling* or *sleeping unit*, provided that a supervisory signal is generated and monitored in accordance with Section 907.6.6 of the *International Fire Code*.

[F] 704.7 Single- and multiple-station smoke alarms. Single- and multiple-station smoke alarms shall be tested and maintained in accordance with the manufacturer's instructions. Smoke alarms that do not function shall be replaced. Smoke alarms installed in one- and two-family dwellings shall be replaced not more than 10 years from the date of manufacture marked on the unit, or shall be replaced if the date of manufacture cannot be determined.

SECTION 705 CARBON MONOXIDE ALARMS AND DETECTION

[F] 705.1 General. Carbon monoxide alarms shall be installed in dwellings in accordance with Section 1103.9 of the *International Fire Code*, except that alarms in dwellings covered by the *International Residential Code* shall be installed in accordance with Section R315 of that code.

[F] 705.2 Carbon monoxide alarms and detectors. Carbon monoxide alarms and carbon monoxide detection systems shall be maintained in accordance with NFPA 720. Carbon monoxide alarms and carbon monoxide detectors that

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

(42)

CHAPTER 8

REFERENCED STANDARDS

User note:

About this chapter: This code contains numerous references to standards promulgated by other organizations that are used to provide requirements for materials and methods of construction. Chapter 8 contains a comprehensive list of all standards that are referenced in this code. These standards, in essence, are part of this code to the extent of the reference to the standard.

This chapter lists the standards that are referenced in various sections of this document. The standards are listed herein by the promulgating agency of the standard, the standard identification, the effective date and title and the section or sections of this document that reference the standard. The application of the referenced standards shall be as specified in Section 102.8.

ASME

American Society of Mechanical Engineers
Two Park Avenue
New York, NY 10016-5990

ASME A17.1—2019/CSA B44—19: Safety Code for Elevators and Escalators
606.1

ASTM

ASTM International
100 Barr Harbor Drive, P.O. Box C700
West Conshohocken, PA 19428-2959

F1346—91 (2018): Performance Specifications for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs
303.2

ICC

International Code Council
500 New Jersey Avenue, NW 6th Floor
Washington, DC 20001

IBC—21: International Building Code®
102.3, 201.3, 304.1.1, 305.1.1, 306.1.1, 403.1, 604.3.1.1, 604.3.2.1, 702.3, 704.4.2

IEBC—21: International Existing Building Code®
102.3, 201.3, 304.1.1, 305.1.1, 306.1.1

IECC—21: International Energy Conservation Code®
102.3

IFC—21: International Fire Code®
102.3, 201.3, 604.3.1.1, 702.1, 702.2, 704.1, 704.1.2, 704.1.3, 704.3, 704.3.1, 704.4.2, 704.4.3, 704.5.1, 704.6.4, 705.1

IFGC—21: International Fuel Gas Code®
102.3, 201.3

IMC—21: International Mechanical Code®
102.3, 201.3

IPC—21: International Plumbing Code®
102.3, 201.3, 502.5, 505.1, 505.5.1, 602.2, 602.3

IRC—21: International Residential Code®
102.3, 201.3

IZC—21: International Zoning Code®
102.3, 201.3

REFERENCED STANDARDS

NFPA

National Fire Protection Association
1 Batterymarch Park
Quincy, MA 02169-7471

- 10—21: Standard for Portable Fire Extinguishers
Table 704.2
- 12—18: Standard on Carbon Dioxide Extinguishing Systems
Table 704.2
- 12A—18: Standard on Halon 1301 Fire Extinguishing Systems
Table 704.2
- 17—20: Standard for Dry Chemical Extinguishing Systems
Table 704.2
- 17A—20: Standard for Wet Chemical Extinguishing Systems
Table 704.2
- 25—20: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems
Table 704.2
- 70—20: National Electrical Code
102.3, 201.3, 604.2
- 72—19: National Fire Alarm and Signaling Code
Table 704.2
- 80—19: Standard for Fire Doors and Other Opening Protectives
703.3.3, 703.4
- 105—19: Standard for Smoke Door Assemblies and Other Opening Protectives
703.3.2
- 204—18: Standard for Smoke and Heat Venting
Table 704.2
- 720—15: Standard for the Installation of Carbon Monoxide (CO) Detection and Warning Equipment
705.2
- 750—19: Standard on Water Mist Fire Protection Systems
Table 704.2
- 2001—18: Standard on Clean Agent Fire Extinguishing Systems
Table 704.2

UL

Underwriters Laboratories, LLC
333 Pfingsten Road
Northbrook, IL 60062

- 268—2016: Smoke Detectors for Fire Alarm Systems—with revisions through July 2016
704.6.4

APPENDIX A

BOARDING STANDARD

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

User note:

About this appendix: Appendix A provides minimum specifications for boarding a structure. This can be utilized by a jurisdiction as a set of minimum requirements in order to result in consistent boarding quality. These requirements also provide a reasonable means to eliminate having to approve numerous methods or materials for the boarding and securing of a structure. It is important to note that the provisions of Appendix A are not mandatory unless specifically referenced in the adopting ordinance of the authority having jurisdiction.

A101 GENERAL

A101.1 General. Windows and doors shall be boarded in an *approved* manner to prevent entry by unauthorized persons and shall be painted to correspond to the color of the existing structure.

A102 MATERIALS

A102.1 Boarding sheet material. Boarding sheet material shall be minimum $\frac{1}{2}$ -inch-thick (12.7 mm) wood structural panels complying with the *International Building Code*.

A102.2 Boarding framing material. Boarding framing material shall be minimum nominal 2-inch by 4-inch (51 mm by 102 mm) solid sawn lumber complying with the *International Building Code*.

A102.3 Boarding fasteners. Boarding fasteners shall be minimum $\frac{3}{8}$ -inch-diameter (9.5 mm) carriage bolts of such a length as required to penetrate the assembly and as required to adequately attach the washers and nuts. Washers and nuts shall comply with the *International Building Code*.

A103 INSTALLATION

A103.1 Boarding installation. The boarding installation shall be in accordance with Figures A103.1(1) and A103.1(2) and Sections A103.2 through A103.5.

A103.2 Boarding sheet material. The boarding sheet material shall be cut to fit the door or window opening neatly or shall be cut to provide an equal overlap at the perimeter of the door or window.

A103.3 Windows. The window shall be opened to allow the carriage bolt to pass through or the window sash shall be removed and stored. The 2-inch by 4-inch (51 mm by 102 mm) strong back framing material shall be cut minimum 2 inches (51 mm) wider than the window opening and shall be placed on the inside of the window opening 6 inches (152 mm) minimum above the bottom and below the top of the window opening. The framing and boarding shall be predrilled. The assembly shall be aligned and the bolts, washers and nuts shall be installed and secured.

A103.4 Door walls. The door opening shall be framed with minimum 2-inch by 4-inch (51 mm by 102 mm) framing material secured at the entire perimeter and vertical members at a maximum of 24 inches (610 mm) on center. Blocking shall also be secured at a maximum of 48 inches (1219 mm) on center vertically. Boarding sheet material shall be secured with screws and nails alternating every 6 inches (152 mm) on center.

A103.5 Doors. Doors shall be secured by the same method as for windows or door openings. One door to the structure shall be available for authorized entry and shall be secured and locked in an *approved* manner.

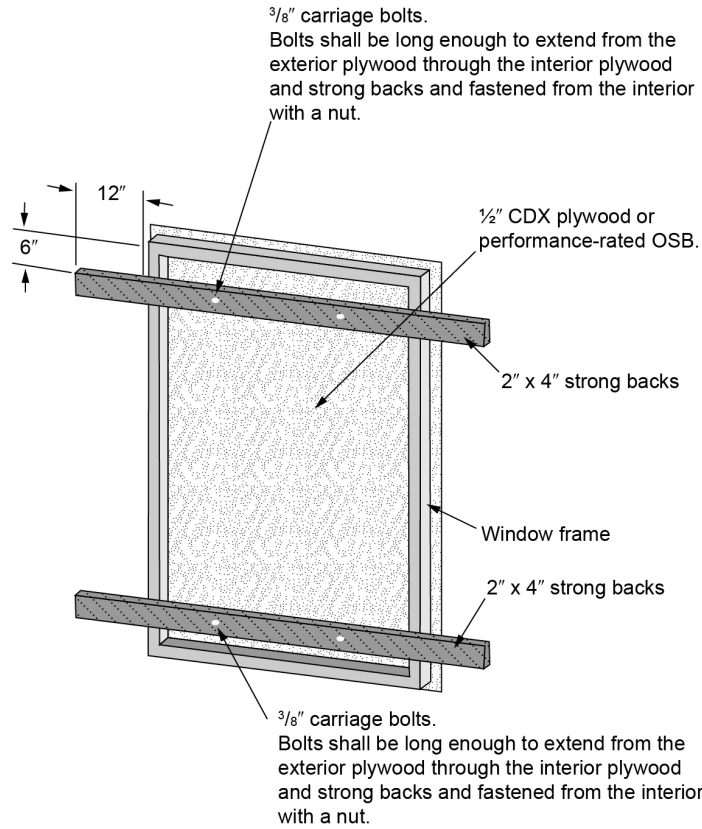
A104 REFERENCED STANDARD

A104.1 Referenced standards. Table A104.1 lists the standard that is referenced in various sections of this appendix. The standard is listed herein by the standard identification, the effective date and title and the section or sections of this document that reference the standard. The application of the referenced standards shall be as specified in Section 102.8.

**TABLE A104.1
REFERENCED STANDARD**

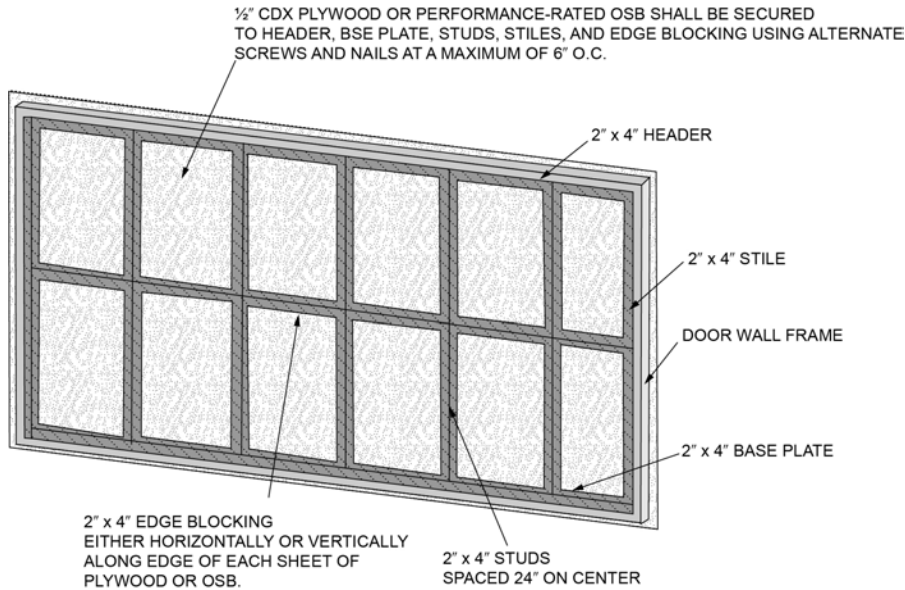
STANDARD ACRONYM	STANDARD NAME	SECTIONS HEREIN REFERENCED
IBC—21	International Building Code	A102.1, A102.2, A102.3

APPENDIX A BOARDING STANDARD



For SI: 1 inch = 25.4 mm.

FIGURE A103.1(1)
BOARDING OF DOOR OR WINDOW



For SI: 1 inch = 25.4 mm.

FIGURE A103.1(2)
BOARDING OF DOOR WALL

APPENDIX B

BOARD OF APPEALS

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

User note:

About this appendix: Appendix B provides criteria for Board of Appeals members. Also provided are procedures by which the Board of Appeals should conduct its business.

Code development reminder: Code change proposals to this appendix will be considered by the Administrative Code Development Committee during the 2022 (Group B) Code Development Cycle.

SECTION B101 GENERAL

B101.1 Scope. A board of appeals shall be established within the jurisdiction for the purpose of hearing applications for modification of the requirements of this code pursuant to the provisions of Section 107 (Means of Appeals). The board shall be established and operated in accordance with this section, and shall be authorized to hear evidence from appellants and the code official pertaining to the application and intent of this code for the purpose of issuing orders pursuant to these provisions.

B101.2 Application for appeal. Any person shall have the right to appeal a decision of the *code official* to the board. An application for appeal shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed. The application shall be filed on a form obtained from the *code official* within 20 days after the notice was served.

B101.2.1 Limitation of authority. The board shall not have authority to waive requirements of this code or interpret the administration of this code.

B101.2.2 Stays of enforcement. Appeals of notice and orders, other than *Imminent Danger* notices, shall stay the enforcement of the notice and order until the appeal is heard by the board.

B101.3 Membership of the board. The board shall consist of five voting members appointed by the chief appointing authority of the jurisdiction. Each member shall serve for [INSERT NUMBER OF YEARS] years or until a successor has been appointed. The board member's terms shall be staggered at intervals, so as to provide continuity. The *code official* shall be an ex officio member of said board but shall not vote on any matter before the board.

B101.3.1 Qualifications. The board shall consist of five individuals, who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

B101.3.2 Alternate members. The chief appointing authority is authorized to appoint two alternate members who shall be called by the board chairperson to hear appeals during the absence or disqualification of a

member. Alternate members shall possess the qualifications required for board membership, and shall be appointed for the same term or until a successor has been appointed.

B101.3.3 Vacancies. Vacancies shall be filled for an unexpired term in the same manner in which original appointments are required to be made.

B101.3.4 Chairperson. The board shall annually select one of its members to serve as chairperson.

B101.3.5 Secretary. The chief appointing authority shall designate a qualified clerk to serve as secretary to the board. The secretary shall file a detailed record of all proceedings which shall set forth the reasons for the board's decision, the vote of each member, the absence of a member and any failure of a member to vote.

B101.3.6 Conflict of interest. A member with any personal, professional or financial interest in a matter before the board shall declare such interest and refrain from participating in discussions, deliberations and voting on such matters.

B101.3.7 Compensation of members. Compensation of members shall be determined by law.

B101.3.8 Removal from the board. A member shall be removed from the board prior to the end of their terms only for cause. Any member with continued absence from regular meeting of the board may be removed at the discretion of the chief appointing authority.

B101.4 Rules and procedures. The board shall establish policies and procedures necessary to carry out its duties consistent with the provisions of this code and applicable state law. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be presented.

B101.5 Notice of meeting. The board shall meet upon notice from the chairperson, within 10 days of the filing of an appeal or at stated periodic intervals.

B101.5.1 Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant's representative, the *code official* and any person whose interests are affected shall be given an opportunity to be heard.

APPENDIX B BOARD OF APPEALS

B101.5.2 Quorum. Three members of the board shall constitute a quorum.

B101.5.3 Postponed hearing. When five members are not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

B101.6 Legal counsel. The jurisdiction shall furnish legal counsel to the board to provide members with general legal advice concerning matters before them for consideration. Members shall be represented by legal counsel at the jurisdiction's expense in all matters arising from service within the scope of their duties.

B101.7 Board decision. The board shall only modify or reverse the decision of the *code official* by a concurring vote of three or more members.

B101.7.1 Resolution. The decision of the board shall be by resolution. Every decision shall be promptly filed in writing in the office of the *code official* within three days and shall be open to the public for inspection. A certified copy shall be furnished to the appellant or the appellant's representative and to the *code official*.

B101.7.2 Administration. The *code official* shall take immediate action in accordance with the decision of the board.

B101.8 Court review. Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made in the manner and time required by law following the filing of the decision in the office of the chief administrative officer.

(48)

(48)

INDEX

A

ACCESS

Emergency egress	702
From bedrooms	404.4.2
Plumbing fixtures, access for cleaning	504.2
To public way	702.1
Toilet room as passageway	503.1
Water closet	404.4.3

ADJACENT

Privacy (hotel units, rooming units).	404.1
---	-------

ADMINISTRATION

Scope	101.2
-----------------	-------

AIR

Combustion air	603.5
--------------------------	-------

AISLES

Minimum width	702.2
-------------------------	-------

ALTERATION

Applicability of other codes	102.3
Inspection	105.2
Prosecution	109.3
Unlawful acts	109.1

ANCHOR

Anchored, definition	202
Architectural trim	304.8
Signs, marquees and awnings	304.9
Unsafe conditions	304.1.1

APPEAL

Application	107.2
Board of appeals	108.1
Hearing, emergency orders	112.6
Membership	108.1
Notice of appeal	107.2
Records	105.6
Right to appeal	107.2

APPLIANCE

Cooking	403.3, 602.2
Mechanical	603.1

APPLICABILITY

Application of references	102.10
General	102.1
Other laws	102.11
Referenced codes and standards	102.8

APPROVAL

Alternatives	106.2
Authority	105.1, 106.2

Modifications	106.1
Research reports	106.6
Used material and equipment	106.4

APPROVED

Alternative materials, methods and equipment	106.2
Definition	202
Energy conservation devices	603.6
Garbage storage facilities	308.3.1
Modifications	106.1
Used materials and equipment	106.4

ARTIFICIAL

Lighting of habitable rooms	401.3
Lighting of other spaces	402.3

AUTOMOBILE

Motor vehicles	302.8
--------------------------	-------

AWNING

Signs, marquees and awnings	304.9
---------------------------------------	-------

B

BALCONY

Handrails and guardrails	304.12
------------------------------------	--------

BASEMENT

Definition	202
Hatchways	304.16
Windows	304.17

BATHROOM

Common bathrooms	502.3, 503.1
Hotels	502.3
Lighting	605.3
Locks	503.1
Outlets required	605.2
Privacy	503.1
Ventilation	403.2

BATHTUB

Dwelling units	502.1
Rooming houses	502.2
Sewage system	506.1
Water system	505.1
Water-heating facilities	505.4

BOARDING

Boarding standard	Appendix A
-----------------------------	------------

BOILER

Unsafe equipment	111.1.2
----------------------------	---------

INDEX

C

CAPACITY

Heating facilities 602.2, 602.3, 602.4

CARBON MONOXIDE ALARMS AND DETECTION

Installation 705.1

Maintenance 705.2

CEILING

Basement rooms 404.3

Fire-resistance ratings 703.1

Interior surfaces 305.3

Minimum height 404.3

Sleeping rooms 404.3

CHANGE, MODIFY

Application of other codes 102.3

CHIMNEY

Exterior structure 304.11

Flue 603.2, 603.3

CLEANING

Access for cleaning 504.2

Disposal of garbage 308.3

Disposal of rubbish 308.2

Interior and exterior sanitation 308.1

Interior surfaces 305.3

Plumbing facilities, maintained 504.1

Required plumbing facilities 502

Responsibility of persons 305.1

Trash containers 308.3.2

Vacant structures and land 301.3

CLEARANCE

Heating facilities 603.3

Plumbing fixtures 504.2

CLOSING

Streets 112.3

Vacant structures 111.2

CLOTHES DRYER

Exhaust 403.5

CODE OFFICIAL

Condemnation 111.1

Demolition 113

Duties 105

Emergency order 112

Enforcement authority 105.1

Failure to comply with demolition order 113.3

Identification 105.3

Inspections 105.2

Liability, relief of personal 105.7

Membership of board of appeals 108.1

Notice of violation 105.5, 107

Official records 105.6

Personal liability 105.7

Placarding 111.7

Prosecution 109.3

Removal of placard 111.7.1

Right of entry 105.3

Transfer of ownership 111.6

Vacant structures 111.2

Voting of appeals board 108.1

COMBUSTION

Combustion air 603.5

COMPONENT SERVICEABILITY

Unsafe conditions 306.1.1

CONDEMNATION

Closing of vacant structures 111.2

Failure to comply 113.3

General 111.1

Notices and orders 111.2, 111.3

Placarding 111.7

Removal of placard 111.7.1

CONFLICT

Conflict of interest 109.1.3

Violations 109.1

CONNECTION

Sewage system 506.1

Water heating 505.4

Water system 505.1

CONSTRUCTION

Existing structures 101.2

CONTAINER

Garbage 308.3.2

Rubbish storage 308.2.1

CONTINUOUS

Unobstructed egress 702.1

CONTROL

Rodent control 302.5, 304.5

Safety controls 603.4

Weed 302.4

COOLING

Cooling towers 304.11

CORRIDOR

Accumulation of rubbish 308.1

Light 402.2

Lighting fixtures 605.3

Obstructions 702.1, 702.2

Ratings maintained 703

COST OF SUCH DEMOLITION OR EMERGENCY REPAIRS

202

D**DAMP, DAMPNESS**

- Roofs304.7
- Window, door frames304.13

DANGEROUS, HAZARDOUS

- Condemnation111.1
- Demolition..... 113
- Electrical hazards604.3, 604.3.1
- Existing remedies102.4
- Imminent danger..... 202
- Unsafe equipment..... 111.1.2
- Unsafe structures or premises 111.1.5

DECKS

- Handrails and guardrails.....304.12
- Maintenance..... 304.2, 304.10

DEMOLITION

- Existing remedies102.4
- Failure to comply113.3
- General..... 113
- Order.....113.2
- Salvage materials.....113.4

DETACHED 111.1.5, 202, 306.1.1**DETECTORS**

- Smoke..... 704

DETERIORATION

- Components of systems 306.1.1
- Definition..... 202
- Exterior structure 304.1.1
- Exterior walls304.6

DIRECT

- Egress.....702.1

DISPOSAL

- Disposal of garbage308.3
- Disposal of rubbish.....308.2

DOOR

- Exit doors702.3
- Fire703.2
- Hardware304.15
- Insect screens.....304.14
- Interior surfaces305.3
- Locks 304.15, 702.3
- Maintenance..... 304.13, 304.15
- Weather tight304.13
- Window and door frames304.13

DORMITORY (ROOMING HOUSE, HOTEL, MOTEL)

- Locked doors702.3
- Privacy 503.1, 503.2

DRAFT STOPPING

- Maintenance..... 703.3.1

DRAIN, DRAINAGE

- Basement hatchways304.16

- Plumbing connections506
- Storm drainage507

DUCT

- Duct systems.....607
- Exhaust duct 304.9

DUST

- Process ventilation 403.4

DWELLING

- Cleanliness305.1, 308.1
- Definition202
- Electrical 604.1
- Heating facilities602
- Required facilities502

E**EGRESS**

- Aisles..... 702.2
- Emergency escape 702.4
- General 702.1
- Lighting 402.2
- Locked doors..... 702.3
- Obstructions prohibited 702.1
- Stairs, porches and railings 304.10, 305.4, 305.5, 307.1

ELECTRIC, ELECTRICAL EQUIPMENT

- Abatement of hazards, fire exposure.....604.3.2
- Abatement of hazards, water exposure.....604.3.1
- Condemnation 111.1
- Electrical equipment 604.3.1.1
- Facilities required 604.1
- Hazards 604.3
- Installation 605.1
- Lighting fixtures 605.3
- Receptacles.....604.3, 605.2
- Responsibility 601.2
- Service..... 604.2

ELEVATOR, ESCALATORS, DUMBWAITERS

- Condemnation 111.1
- General 606.1
- Maintenance606.1, 606.2

EMERGENCY

- Emergency escape openings 702.4
- Emergency measures112
- Emergency orders 112.1

ENFORCEMENT

- Duties and powers.....105
- Scope 101.2

EQUIPMENT

- Alternative 106.2
- Combustion air 603.5

INDEX

Condemnation	111.1.2, 111.3
Electrical installation	605.1
Emergency order	112.1
Energy conservation devices	603.6
Installation	603.1
Interior structure	305.1
Placarding	111.7, 111.8
Prohibited use	111.8
Responsibility	601.2
Safety controls	603.4
Scope	101.2
Scope, mechanical and electrical	601.1
Support, definition	202
Unsafe	111.1.2
Used	106.4
EXHAUST	
Clothes dryer	403.5
Exhaust ducts	304.9
Process ventilation	403.4
EXISTING	
Remedies	102.4
Scope	101.2
Structural members	304.1.1, 304.4
Structures	101.3
EXTERIOR	
Decorative features	304.8
Exterior structure	304
Exterior walls	304.6
Painting	304.2, 304.6
Rodent harborage	302.5, 304.5
Sanitation	304.1
Scope	301.1
Stair	304.10
Street numbers	304.3
Unsafe conditions	304.1.1
Weather tight	304.13

F

FAN	
Exhaust vents	302.6
FEES, EXPENSES, COST	
Closing vacant structures	111.2
Demolition	113.1, 113.3, 113.4
Extermination	309.2, 309.3, 309.4, 309.5
General	104.1
Relief from personal liability	105.7
FENCE	
Accessory	302.7
Maintenance	304.2

FIRE

Blocking Maintenance	703.3.1
--------------------------------	---------

FIRE DEPARTMENT

Connection access	704.5.1, 704.5.2
Connections	704.5

FIRE PROTECTION SYSTEMS

Emergency impairments	704.3.1
Equipment	704.4, 704.4.1, 704.4.2
Inspection	704.1, 704.1.3, 704.2
Installation	704.1.1
Maintenance	704.1, 704.1.3, 704.2
Out of service	704.3
Records of maintenance	704.2.1
Required systems	704.1.2, 704.2.2
Smoke alarms	704.6
Smoke detections systems	704.6.4
Termination of service	704.4.3
Testing	704.1, 704.1.3, 704.2

FIRE-RESISTANCE RATINGS

Ceilings	703.5
Draft stopping	703.3.1
Fire barriers	703.3.3
Fire blocking	703.3.1
Fire partitions	703.3.3
Fire walls	703.3.3
Maintenance	703.3
Opening protective	703.4
Shafts	703.7
Smoke barriers	703.3.2
Smoke partitions	703.3.2
Unsafe conditions	703.2

FLAMMABLE LIQUID

Containers	111.1.2
----------------------	---------

FLOOR, FLOORING

Area for sleeping purposes	404.4.1
Fire-resistance ratings	703.1
Interior surfaces	305.1, 305.3
Space requirements	404.4.1, 404.6

FOOD PREPARATION

Cooking equipment	403.3
Sanitary condition	305.1, 404.7
Ventilation	403.4

FOUNDATION

Condemnation	111.1.1
Foundation walls	304.5
Unsafe conditions	304.1.1, 305.1.1

FRAME

Window and door frames	304.13
----------------------------------	--------

G

GARBAGE	308
GAS	
Energy conservation devices	603.6
Exhaust vents	302.6
GLAZING	
Materials	304.13.1
GRADE	
Drainage	302.2, 507
GUARD	
Anchorage and maintenance	304.12
Basement windows	304.18.2
Definition	202

H

HABITABLE	
Definition	202
Light	402
Minimum ceiling height	404.3
Minimum room width	404.2
Required plumbing facilities	502
Residential heating facilities	602.2, 602.3
Space requirements	404.4.1
Ventilation	403
HABITABLE SPACE	402.1, 403.1, 404.4.2, 605.2
HANDRAILS AND GUARDRAILS	
Handrails	304.12, 305.5, 307.1
Stairs and porches	304.10
HARDWARE	
Door hardware	304.15, 702.3
Openable windows	304.13.2
HEAT, HEATING	
Energy conservation devices	603.6
Fireplaces	603.1
Heating	603.1
Mechanical equipment	603.1
Required capabilities	602
Residential heating	602.2, 602.3
Supply	602.3
Water heating facilities	505.4
Water system	505
HEIGHT	
Minimum ceiling height	404.3
HISTORIC BUILDING	
HOTELS, ROOMING HOUSES AND DORMITORY UNITS, MOTELS	
Definition	202
Locked doors	702.3
Required facilities	502
Toilet rooms	503

HOUSEKEEPING UNIT

Definition	202
------------------	-----

I**IDENTIFICATION**

Code official	105.4
---------------------	-------

IMMINENT DANGER	107.5, 112.1, 703.2, B101.2.2
-----------------------------	-------------------------------

INFESTATION

Condemnation	111.1.3
Definition	202
Insect and rodent	302.5, 304.14, 309.1

INSECTS

Infestation	309.1
Insect screens	304.14
Pest elimination	309

INSPECTIONS

General	105.2
Right of entry	105.3

INSPECTOR

Identification	105.4
Inspections	105.2
Records	105.6

INTENT

Code	101.3
------------	-------

INTERIOR

Interior structure	305
Interior surfaces	305.3
Means of egress	702
Sanitation	305.1
Unsafe conditions	305.1.1

J**JURISDICTION**

Title	101.1
-------------	-------

K**KITCHEN**

Electrical outlets required	605.2
Minimum width	404.2
Prohibited use	404.4.4
Room lighting	605.3
Water heating facilities	505.4

L**LANDING**

Handrails and guards	304.12, 305.5, 306.1
Maintenance	304.10, 305.4

INDEX

LAUNDRY

- Room lighting 605.3
- Water-heating facilities 505.4

LAVATORY

- Hotels 502.3
- Required facilities 502
- Rooming houses 502.2
- Sanitary drainage system 506
- Water system 505
- Water-heating facilities 505.4

LEASE (SELL, RENT)

- Heat supplied 602.3
- Salvage materials 113.4
- Transfer of ownership 111.6

LIEN

- Closing of vacant structures 111.2
- Demolition 113.3
- Failure to comply 113.3

LIGHT, LIGHTING

- Common halls and stairways 402.2, 605.3
- General 402
- Habitable rooms 402.1
- Kitchen 605.3
- Laundry rooms 605.3
- Luminaires 605.3
- Other spaces 402.3
- Responsibility 401.2
- Scope 101.2
- Toilet rooms 605.3

LIVING ROOM

- Room area 404.4.1

LOAD, LOADING

- Elevators, escalators and dumbwaiters 606.1
- Handrails and guardrails 304.12, 305.5
- Live load 304.4, 305.2
- Stairs and porches 304.10, 305.2
- Structural members 304.4, 305.2

M**MAINTENANCE**

- Required 102.2

MATERIAL

- Alternative 106.2
- Salvage 113.4
- Used 106.4

- MEANS OF EGRESS** 111.1.5, 304.15, 402.2,
702.1, 702.3, 704.6.1.1

MECHANICAL

- Installation 603.1
- Responsibility 601.2

- Scope 601.1
- Ventilation, general 403
- Ventilation, toilet rooms 403.2

MINIMUM

- Ceiling height 404.3
- Room area 404.4.1
- Room width 404.2

MODIFICATION

- Approval 106.1

MOTOR VEHICLES

- Inoperative 302.8
- Painting 302.8

N**NATURAL**

- Lighting 401.3, 402
- Ventilation 401.3, 403

NOTICES AND ORDERS

- Appeal 107.2
- Form 111.4.1
- Method of service 111.4.2
- Orders 107
- Owner, responsible person 111.4
- Penalties 107.5
- Placarding of structure 111.7
- Transfer of ownership 111.6
- Unauthorized tampering 111.5
- Vacating structure 111.2

NOXIOUS

- Process ventilation 403.4
- Weeds 302.4

NUISANCE

- Closing of vacant structures 111.2

O**OBSTRUCTION**

- Light 402.1
- Right of entry 105.3

OCCUPANT**OPENABLE**

- Locked doors 702.3
- Windows 304.13.2, 403.1

OPENING PROTECTIVES

- Closers 703.8
- Door operation 703.4.3
- Hold-open devices 703.4.2
- Maintenance 703.4
- Signs 703.4.1
- Testing 703.6

INDEX

OPERATOR		
Definition	202	
ORDINANCE, RULE		
Applicability	102	
Application for appeal	107.2	
OUTLET		
Electrical	605.2	
OWNER		
Closing of vacant structures	111.2	
Definition	202	
Demolition	113	
Failure to comply	113.3	
Insect and rat control	302.5, 309.2, 309.4	
Notice	111.4, 111.3	
Pest elimination	309.2	
Placarding of structure	111.7	
Responsibility	301.2	
Responsibility, fire safety	701.2	
Responsibility, light, ventilation	401.2	
Responsibility, mechanical and electrical	601.2	
Responsibility, plumbing facilities	501.2	
Right of entry	105.3	
Rubbish storage	308.2.1	
Scope	101.2	
Transfer of ownership	111.6	
P		
PASSAGEWAY		
Common hall and stairway	402.2	
Interior surfaces	305.3	
Toilet rooms, direct access	503.1	
PENALTY		
Notices and orders	107.5	
Placarding of structure	111.7	
Prohibited occupancy	111.8	
Removal of placard	111.7.1	
Scope	101.2	
Violations	109.4	
PEST ELIMINATION		
Condemnation	111.1	
Definition	202	
Insect and rodent control	302.5, 304.5, 304.14, 309.1	
Pest elimination	309.1	
Responsibility of owner	301.2, 309.2	
Responsibility of tenant-occupant	309.3, 309.4, 309.5	
PLACARD, POST		
Closing	111.2	
Condemnation	111.1	
Demolition	113	
Emergency, notice	112.1	
Notice to owner	111.4, 111.3	
Placarding of structure	111.7	
Prohibited use	111.8	
Removal	111.7.1	
PLUMBING		
Clean and sanitary	504.1	
Clearance	504.2	
Connections	505.1	
Contamination	505.2	
Employee's facilities	503.3	
Fixtures	504.1	
Required facilities	502	
Responsibility	501.2	
Sanitary drainage system	506	
Scope	501.1	
Storm drainage	507	
Supply	505.3	
Water heating facilities	505.4	
PORCH		
Handrails	304.12	
Structurally sound	304.10	
PORTABLE (TEMPORARY)		
Cooking equipment	603.1	
PRESSURE		
Water supply	505.3	
PRIVATE, PRIVACY		
Bathtub or shower	503.1	
Occupancy limitations	404.1	
Required plumbing facilities	502	
Sewage system	506.1	
Water closet and lavatory	503.1	
Water system	505.1	
PROPERTY, PREMISES		
Cleanliness	304.1, 308.1	
Condemnation	111	
Definition	202	
Demolition	113	
Emergency measures	112	
Exterior areas	302	
Failure to comply	113.3	
Grading and drainage	302.2	
Pest elimination, multiple occupancy	302.5, 309.4	
Pest elimination, single occupancy	302.5, 309.3	
Responsibility	301.2	
Scope	301.1	
Storm drainage	507	
Vacant structures and land	301.3	
PROTECTION		
Basement windows	304.17	

INDEX

Fire protection systems	704
Signs, marquees and awnings	304.9
PUBLIC	
Cleanliness	304.1, 305.1
Egress	702.1
Hallway	502.3
Sewage system	506.1
Toilet facilities	502.5, 503
Vacant structures and land	301.3
Water system	505
PUBLIC WAY	
Definition	202

R

RAIN (PREVENTION OF ENTRY INTO BUILDING EXTERIOR ENVELOPE)	
Basement hatchways	304.16
Exterior walls	304.6
Grading and drainage	302.2
Roofs	304.7
Window and door frames	304.13
RECORD	
Official records	105.6
REPAIR	
Application of other codes	102.3
Chimneys	304.11
Demolition	113.1
Exterior surfaces	304.1
Intent	101.3
Maintenance	102.2
Signs, marquees and awnings	304.9
Stairs and porches	304.10
Weather tight	304.13
Workmanship	102.5
REPORTS	
Test reports	106.3.2
RESIDENTIAL	
Pest elimination	309
Residential heating	602.2
Scope	101.2
RESPONSIBILITY	
Fire safety	701.2
Garbage disposal	308.3
General	301.2
Mechanical and electrical	601.2
Persons	301.1
Pest elimination	309
Placarding of structure	111.7

Plumbing facilities	501.2
Rubbish storage	308.2.1
Scope	101.2, 301.1
REVOKE, REMOVE	
Demolition	113
Existing remedies	102.4
Removal of placard	111.7.1
Rubbish removal	308.2.1
RIGHT OF ENTRY	
Duties and powers of code official	105.3
Inspections	105.2
RODENTS	
Basement hatchways	304.16
Condemnation	111
Foundations	304.5
Guards for basement windows	304.17
Harborage	302.5
Insect and rodent control	309.1
Pest elimination	302.5, 309
ROOF	
Exterior structure	304.1
Roofs	304.7
Storm drainage	507
ROOM	
Bedroom and living room	404.4
Cooking facilities	403.3
Direct access	503.2
Habitable	402.1
Heating facilities	602
Light	402
Minimum ceiling heights	404.3
Minimum width	404.2
Overcrowding	404.5
Prohibited use	404.4.4
Temperature	602.5
Toilet	503
Ventilation	403
RUBBISH	
Accumulation	308.1
Definition	202
Disposal	308.2
Garbage facilities	308.3.1
Rubbish storage	308.2.1
S	
SAFETY, SAFE	
Fire safety requirements	701, 702, 703, 704
Safety controls	603.4

SANITARY

Cleanliness	304.1, 305.1
Disposal of garbage	308.3
Disposal of rubbish	308.2
Exterior property areas	302.1
Exterior structure	304.1
Food preparation	404.7
Furnished by occupant	302.1
Grease interceptors	506.3
Interior surfaces	305.3
Plumbing fixtures	504.1
Required plumbing facilities	502
Scope	101.2

SCREENS

Insect screens	304.14
--------------------------	--------

SECURITY

Basement hatchways	304.18.3
Building	304.18
Doors	304.18.1
Vacant structures and land	301.3
Windows	304.18.2

SELF-CLOSING SCREEN DOORS

Insect screens	304.14
--------------------------	--------

SEPARATION

Fire-resistance ratings	703
Privacy	404.1
Separation of units	404.1

SERVICE

Electrical	604.2
Method	111.4.2
Notices and orders	111.4, 111.3
Service on occupant	111.3

SEWER

General	506.1
Maintenance	506.2

SHOWER

Bathtub or shower	502.1
Rooming houses	502.2
Water system	505
Water-heating facilities	505.4

SIGN

Fire door signs	703.4.1
Signs, marquees and awnings	304.9
Unauthorized tampering	111.5

SINGLE-FAMILY DWELLING

Extermination	309
-------------------------	-----

SINK

Kitchen sink	502.1
Sewage system	506
Water supply	505.3

SIZE

Efficiency unit	404.6
Habitable room, light	402
Habitable room, ventilation	403
Room area	404.4.1

SMOKE ALARMS

Group R-1	704.6.1.1
Groups R-2, R-3, R-4 and I-1	704.6.1.2
Installation near bathrooms	704.6.1.4
Installation near cooking appliances	704.6.1.3
Interconnection	704.6.2
Power source	704.6.3
Testing	704.7
Where required	704.6.1

SPACE

General, light	402
General, ventilation	403
Occupancy limitations	404
Privacy	404.1
Scope	401.1

STACK

Smoke	304.11
-----------------	--------

STAIRS

Common halls and stairways, light	402.2
Exit facilities	305.4
Exterior property areas	302.3
Handrails	304.12, 305.5
Lighting	605.3
Stairs and porches	304.10

STANDARD

Referenced	102.8
----------------------	-------

STOP WORK ORDER

Authority	110.1
Emergencies	110.3
Failure to comply	110.4
Issuance	110.2

STORAGE

Food preparation	404.7
Garbage storage facilities	308.3
Rubbish storage facilities	308.2.1
Sanitation	308.1

STRUCTURE

Accessory structures	302.7
Closing of vacant structures	111.2
Definition	202
Emergency measures	112
General, condemnation	113
General, exterior	304.1
General, interior structure	305.1
Placarding of structure	111.7

INDEX

Scope	301.1
Structural members	304.4, 305.2
Vacant structures and land	301.3

SUPPLY

Combustion air	603.5
Public water system	505.1
Water supply	505.3
Water system	505
Water-heating facilities	505.4

SURFACE

Exterior surfaces	304.2, 304.6
Interior surfaces	305.3

SWIMMING

Enclosure	303.2
Safety covers	303.2
Swimming pools	303.1

T**TEMPERATURE**

Nonresidential structures	602.4
Residential buildings	602.2
Water-heating facilities	505.4

TENANT

Scope	101.2
-------------	-------

TEST, TESTING

Agency	106.3.1
Methods	106.3.1
Reports	106.3.2
Required	106.3

TOXIC

Process ventilation	403.4
---------------------------	-------

TRASH

Rubbish and garbage	308
---------------------------	-----

U**UNOBSTRUCTED**

Access to public way	702.1
General, egress	702.1

UNSAFE STRUCTURES AND EQUIPMENT

Abatement methods	111.9
Dangerous structure or premises	111.1.5
Equipment	111.1.2
Existing remedies	102.4
General, condemnation	111, 113
General, demolition	113
Notices and orders	107, 111.3
Record	111.3
Structures	111.1.1

USE

Application of other codes	102.3
General, demolition	113

UTILITIES

Authority to disconnect	111.2.1
-------------------------------	---------

V**VACANT**

Abatement methods	111.9
Authority to disconnect service utilities	111.2.1
Closing of vacant structures	111.2
Emergency measure	112
Method of service	111.4.2, 111.3
Notice to owner or to person responsible	107, 111.3
Placarding of structure	111.7
Record	111.3
Vacant structures and land	301.3

VAPOR

Exhaust vents	302.6
---------------------	-------

VEHICLES

Inoperative	302.8
Painting	302.8

VENT

Exhaust vents	302.6
Flue	603.2
Plumbing hazard	504.3

VENTILATION

Clothes dryer exhaust	403.5
Combustion air	603.5
Definition	202
General, ventilation	403
Habitable rooms	403.1
Process ventilation	403.4
Recirculation	403.2, 403.4
Toilet rooms	403.2

VERMIN

Condemnation	111
Insect and rodent control	302.5, 309

VERTICAL SHAFTS

Required enclosure	703.7
--------------------------	-------

VIOLATION

Condemnation	111
Enforcement	109.2
General	109
Notice	107, 111.3
Placarding of structure	111.7
Prosecution	109.3
Separate offenses	109.4
Strict liability offense	109.3, 202
Transfer of ownership	111.6

W

WALK

Sidewalks302.3

WALL

Accessory structures302.7
Exterior surfaces 304.2, 304.6
Exterior walls304.6
Foundation walls304.5
General, fire-resistance rating703.1
Interior surfaces305.3
Outlets required605.2
Temperature measurement602.5

WASTE

Disposal of garbage308.3
Disposal of rubbish308.2
Garbage storage facilities 308.3.1

WATER

Basement hatchways304.16
Connections506.1
Contamination505.2
General, sewage 506
General, storm drainage 507
General, water system 505
Heating505.4
Hotels502.3
Kitchen sink502.1
Nonpotable water reuse 505.5, 505.5.1
Required facilities 502
Rooming houses502.2
Supply505.3
System 505
Toilet rooms 503
Water-heating facilities505.4

WEATHER, CLIMATE

Heating facilities 602

WEEDS

Noxious weeds302.4

WIDTH

Minimum room width404.2

WINDOW

Emergency escape702.4
Glazing 304.13.1
Guards for basement windows304.17
Habitable rooms402.1
Insect screens304.14
Interior surface305.3
Light 402
Openable windows 304.13.2
Toilet rooms403.2

Ventilation403
Weather tight 304.13
Window and door frames 304.13

WORKMANSHIP

General 102.5

Y

YARD 202, 507.1

(b)(3)

(b)(3)

(b)(3)

(b)(3)

(b)(3)

(b)(3)

(b)(3)



Proctored Remote Online Testing Option (PRONTO™)

Convenient, Reliable, and Secure Certification Exams

Take the Test at Your Location

Take advantage of ICC PRONTO, an industry leading, secure online exam delivery service. PRONTO allows you to take ICC Certification exams at your convenience in the privacy of your own home, office or other secure location. Plus, you'll know your pass/fail status immediately upon completion.



With PRONTO, ICC's Proctored Remote Online Testing Option, take your ICC Certification exam from any location with high-speed internet access.



With online proctoring and exam security features you can be confident in the integrity of the testing process and exam results.



Plan your exam for the day and time most convenient for you. PRONTO is available 24/7.



Eliminate the waiting period and get your results in private immediately upon exam completion.



ICC was the first model code organization to offer secured online proctored exams—part of our commitment to offering the latest technology-based solutions to help building and code professionals succeed and advance. We continue to expand our catalog of PRONTO exam offerings.

Discover ICC PRONTO and the wealth of certification opportunities available to advance your career: www.iccsafe.org/MeetPRONTO

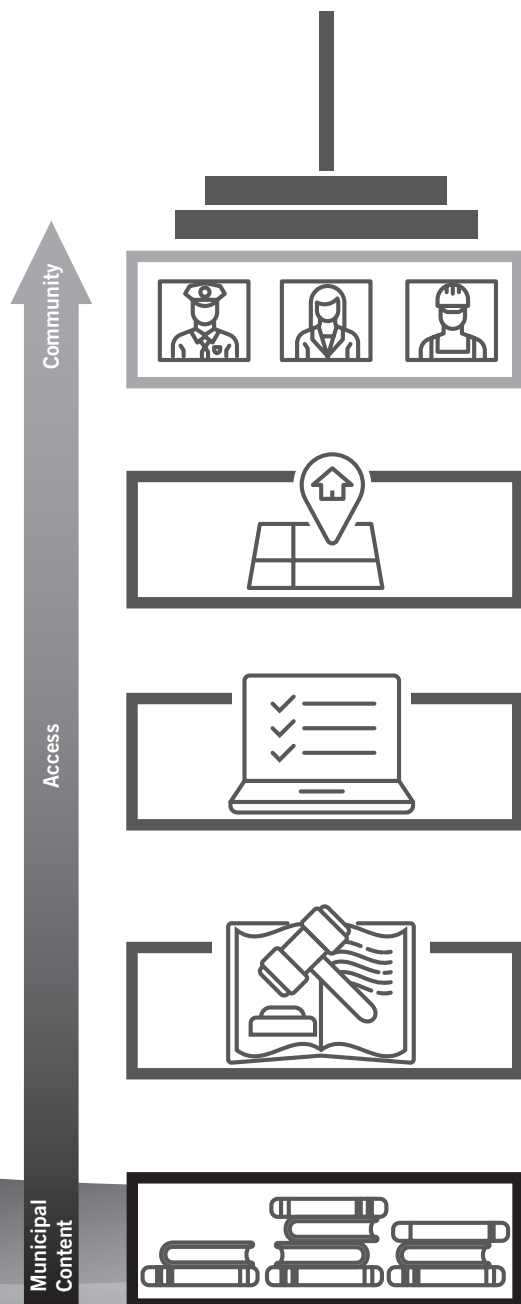


ASSESSMENT
center

pronto
ICC ONLINE EXAMS

Building Vibrant, Resilient Communities Together

Simplifying how local governments and their constituents find, access, and share information by innovating forward-thinking technologies and processes.



Visual Zoning Services

Supporting growth by making it easier for businesses, developers and residents to understand your community's zoning code requirements

Online Code Services

Boosting transparency and efficiency with flexible digital experiences for your municipal code and I-Codes with local amendments expertly incorporated

Codification Services

Ensuring that local laws are always accurate, well-organized and easily-accessible to your community

Connecting communities with
forward-thinking digital innovations

GeneralCode.com | 800.836.8834

**GENERAL
CODE**

A Member of the ICC Family of Solutions

20-18941

Ever wonder why contractors, architects and other building professionals rely on ICC plan reviews?

- **Experience** – Our I-Code experts have expertise in ALL the International Codes® (I-Codes®)
- **Detailed Report** – identifies code compliance and violations
- **Complimentary** re-review of reissued plans*

Additionally, ICC Plan Review Services has years of experience in code application, certified design experts on board, and International Code Council Certifications to ensure we deliver the industry's most comprehensive and reliable plan reviews.

Find Out More!

888-422-7233, x4337

www.iccsafe.org/PLR3



**Applies to "Complete Plan Review Services". Contact ICC Plan Review staff for details.*

20-18850



**ACCREDITATION
SUITE[®] for Building
Departments**

8

**Free Programs to Help
Building Departments
Approve:**

- 1. Special Inspection
Agencies**
- 2. Fabricators**
- 3. Metal Building
Manufacturers**
- 4. Metal Building
Assemblers**
- 5. Testing Laboratories**
- 6. Field Evaluation
Bodies**
- 7. Building Department
Service Providers**
- 8. Product Certification
Agencies**

Learn More about these
Valuable Resources!

1-866-427-4422
www.iasonline.org

