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CHAPTER 150: BUILDING REGULATIONS

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GENERAL PROVISIONS

§ 150.01 ADOPTION OF CODE BY REFERENCE.

Pursuant to the provisions of Public Act 230 of 1972, § 9, being M.C.L.A. §§ 125.1501 through 125.1531, as amended, the Basic Building Code of the Building Officials and Code Administrators, International, 1970 Edition and 1973 Supplement, as amended by the General Rules of the Construction Code Commission of the Department of Labor, State of Michigan is adopted by reference by the city, and is in this chapter modified, for the purpose of regulating the erection, construction, enlargement, equipment, alteration, repair, moving, removal, demolition, conversion, use, height, area and maintenance of all buildings and structures in the city. ('69 Code, § 8101.1) (Ord. A-11, passed 11-11-74)

§ 150.02 CODE ON FILE.

Complete printed copies of the Basic Building Code, and accumulative supplements, herein adopted, are available for public use and inspection at the office of the City Clerk. ('69 Code, § 8101.2) (Ord. A-10, passed 11-11-74)

§ 150.03 ADMINISTRATION AND ENFORCEMENT.

Pursuant to the provisions of Public Act 230 of 1972, § 9, being M.C.L. A. §§ 125.1501 through 125.1531, the Building Official of the city is designated as the enforcing agency to discharge the responsibilities of the city under the Act 230. The city assumes responsibilities for the administration and enforcement of the Act throughout its corporate limits. ('69 Code, § 8101.4) (Ord. A-10, passed 11-11-74)

FIRE DISTRICTS

§ 150.15 DESIGNATION OF BOUNDARIES.

To control types of construction based on the inherent fire hazard of use groups of buildings, the municipal authority shall establish fire district limits to include all areas in which congested business,

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commercial and public assembly uses are housed. Such areas shall be designated as "within the fire limits" and shall be bounded and described as all that portion of the city within the Commercial Zone and Industrial Zone of the Lake City Zoning Code. ('69 Code, § 8201.1) (Ord. A-10, passed 11-11-74)

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BOCA CODE

§ 150.30 FEES.

<i>BUILDING PERMIT FEES</i>						
<i>Useable Building Area (Square Feet)</i>	<i>One and Two Family</i>	<i>Residential Garage and Accessory</i>	<i>Multi-Family Motel Hotel</i>	<i>Commercial</i>	<i>Office Public Building</i>	<i>Industrial</i>
0-100	\$7.50	\$1.00	\$9.00	\$6.00	\$ 10.50	\$10.00
101-200	10.00	2.00	12.00	8.00	14.00	10.00
201-300	12.50	3.00	15.00	10.00	17.50	10.00
301-400	15.00	4.00	18.00	12.00	21.00	10.00
401-500	17.50	5.00	21.00	14.00	24.50	10.00
501-600	20.00	6.00	24.00	16.00	28.00	10.00
601-700	22.50	7.00	27.00	18.00	31.50	10.00
701-800	25.00	8.00	30.00	20.00	35.00	10.00
801-900	27.50	9.00	33.00	22.00	38.50	10.00
901-1,000	30.00	10.00	36.00	24.00	42.00	10.00
1,001-1,200	32.50	11.00	39.00	26.00	45.50	20.00
1,201-1,400	35.00	12.00	42.00	28.00	49.00	30.00
1,401-1,500	37.50	13.00	45.00	30.00	52.50	40.00
1,501-1,600	40.00	14.00	48.00	32.00	56.00	50.00
1,601-1,700	42.50	15.00	51.00	34.00	59.50	60.00
1,701-1,800	45.00	16.00	54.00	36.00	63.00	70.00
1,801-1,900	47.50	17.00	57.00	38.00	66.50	80.00
1,901-2,000	50.00	18.00	60.00	40.00	70.00	90.00
2,001-3,000	52.50	19.00	63.00	42.00	73.50	100.00
3,100-4,000	55.00	20.00	6 66.00	44.00	77.00	110.00
4.100-5.000	57.50	21.00	69.00	46.00	80.50	120.00

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<i>BUILDING PERMIT FEES</i>						
<i>Useable Building Area (Square Feet)</i>	<i>One and Two Family</i>	<i>Residential Garage and Accessory</i>	<i>Multi-Family Motel Hotel</i>	<i>Commercial</i>	<i>Office Public Building</i>	<i>Industrial</i>
Basement or Foundation Only-\$10.00 Dwellings-Fees are based on floor space as defined in the Michigan state Construction Code otherwise known as the BOXA Code. Basements are considered useable floor area unless over 50% of the cubic content is underground.						

(‘69 Code, § 8301.1) (Ord. A-17, passed 5-9-77)

§150.31 FRONT AND SIDE YARDS.

(A) *Front Yards.* Every dwelling hereafter erected shall have a front yard not less than 20 feet in depth. In case of a dwelling fronting on a street or highway on which there are existing neighboring buildings or structures having front yards less than 20 feet, the minimum allowable front yards of all dwellings hereafter erected and fronting on such street or highway shall be as determined by the Building Inspector.

(B) *Side Yards.* Every dwelling hereafter erected on any lot or plot with side lines of record shall be so located that one side yard shall be no less than five feet in width and the other side no less than eight feet in width; provided however, that the wider side yard may be reduced to five feet if a garage is attached to or located along the side of such dwelling.

(C) Every dwelling hereafter erected on a portion of a lot without side lines of record shall be so located that the clear space between it and another structure shall be not less than ten feet.

(D) The width of a side yard of a corner lot abutting on a street or highway shall not be less than the minimum front yard required on an adjoining lot fronting on such side streets but this shall not reduce the usable width for building purposes of any lot of legal record at the time of the passage of this Code to less than 30 feet measured at the foundation ground level.

(‘69 Code, §§ 8401.1 - 8401.4) Penalty, see § 10.99

§ 150.32 APPLICATION FOR PERMIT.

It shall be unlawful to perform any of the following acts, or to commence any construction in furtherance of said acts, until approved and a permit issued therefor by the Building Official to wit:

(A) To construct, alter or remove a building.

(B) To demolish a building.

(C) To change the occupancy of a building from one use group to another requiring greater strength, exit or sanitary provisions.

(D) To install or alter any equipment for which provision is made or the installation of which is regulated by the Abridged Building Code, until a building permit has been obtained by the owner or his or her agent. The approval of and a permit issued by the Building Official must be obtained prior to any single act or combination thereof stated herein.

(‘69 Code, § 8401.5) (Ord. A-3, passed 10-13-69) Penalty, see § 10.99

DIVISION OF A LOT IN A RECORDED PLAT

§ 150.45 DIVISION OF A LOT.

The division of a lot in a recorded plat may be permitted upon the application in affidavit form addressed to the City Clerk, stating the reasons for the proposed division and the size of the resulting parcel. Provided that no such lot shall be divided into more than four parts and the resulting lots shall not be less in area than permitted by the City Zoning Ordinance and in no event shall any resulting lot be less than 65 feet at the front lot lane or less than 12,000 square feet in area unless served by both public sewer and water systems. (‘69 Code, § 8501.1) (Ord. A-1, passed 4-14-69)

§ 150.46 APPROVAL.

No building permit shall be issued, nor any building construction commenced until the division has been approved by the City Building Inspector and the suitability of the land for building sites has been approved by the District Health Department. (‘69 Code, § 8501.2) (Ord. A-1, passed 4-14-69) Penalty, see § 10.99

§ 150.47 SMALLER LOTS.

The division of a lot resulting in a smaller area than prescribed herein may be permitted for the purpose of adding to the existing site or sites. Provided, the remaining parcel shall be conveyed only to the owner or owners of the property immediately adjoining the remaining parcel. (‘69 Code, § 8501.3) (Ord. A-1, passed 4-14-69)

Building Regulations

CHAPTER 151: MINIMUM HOUSING STANDARDS

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GENERAL PROVISIONS

§ 151.01 DEFINITIONS.

(A) The following definitions shall apply in the interpretation and enforcement of this chapter. Use the State Building Code, City Zoning Ordinance or common dictionary for definitions not found herein.

DWELLING. Any building which is wholly or partly used or intended to be used for living or sleeping by human occupants. This includes what is commonly referred to as houses, apartments, condominiums, hotels, motels, boarding houses, mobile homes, rooming houses, dormitories, and bed and breakfasts. (Temporary housing, as hereinafter defined, shall not be regarded as a dwelling).

DWELLING UNIT. Any room or group of rooms located within a dwelling and forming a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and eating.

EXTERMINATION. The control and elimination of insects, rodents, or other pests; by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, or trapping; by other recognized and legal pest elimination methods approved by the Building Official.

RENTAL UNIT. Any dwelling or part thereof which is occupied by a person(s) pursuant to an oral or written rental agreement for monetary compensation. These shall include, but not be limited to, single-family, two-family, multiple-family dwellings, and room and boarding houses.

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TEMPORARY HOUSING. Any tent, trailer or other structure used for human shelter which is designed to be transportable and which is not permanently attached to the ground, to another structure, or to any utility systems.

(B) *Meaning of certain words.* Whenever the words, "dwelling," "dwelling units," "rooming house," "rooming unit," "rental unit," or "premises," are used in this chapter, they shall be construed as though they were followed by the words "or any part thereof." ('69 Code, §§ 8601.01 - 8601.07) (Ord. A-45, passed 8-12-91)

REGULATIONS

§ 151.15 STAIRS AND PORCHES.

Every inside and outside stairway, every porch, and every appurtenance thereto shall be so constructed as to be safe to use and capable of supporting the load that normal use may cause to be placed thereon and shall be kept in sound condition and good repair. ('69 Code, § 8602.02) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.16 PLUMBING.

Every plumbing fixture and pipe (water and waste) shall be properly installed and maintained in good sanitary working condition, free from defects, leaks and obstructions. ('69 Code, § 8602.03) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.17 BATHROOM FLOORS.

Every water closet compartment and bathroom floor surface shall be constructed and maintained so as to permit such floor to be easily kept in a clean and sanitary condition. ('69 Code, § 8602.04) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.18 GENERAL MAINTENANCE.

Every supplied facility, piece of equipment, or utility which is required under this chapter shall be so constructed or installed that it will function safely and effectively, and shall be maintained in satisfactory working condition. ('69 Code, § 8603.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.19 INTERRUPTION OR SHUT OFF.

No owner or operator shall cause any service, facility, equipment, or utility which is required under this chapter to be removed from or shut off from or disconnected for any occupied dwelling let except for such temporary interruption as may be necessary while actual repairs or alterations are in process or during temporary emergencies when discontinuance of service is approved by the Building Official. ('69 Code, § 8603.02) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.20 CLEANLINESS AND SANITATION.

No owner or operator shall let to any other occupant any dwelling unit unless it is clean, sanitary, and fit for human occupancy. ('69 Code, § 8603.03) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.21 HOUSE AND UNIT IDENTIFICATION.

Adequate house numbers and unit identification (numbers and/or letters) shall be displayed on all dwellings and readable from the street. ('69 Code, § 8603.04) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.22 SPACE AND USE REQUIREMENTS.

(A) No owner shall or operator let to another for occupancy any dwelling or dwelling unit, for the purpose of living therein, which does not comply with the following requirements.

(B) *Floor space total habitable.* Every dwelling or dwelling unit shall contain a least 150 square feet of floor space for the first occupant thereof and at least 100 additional square feet of floor space for every additional occupant thereof.

(C) *Floor space sleeping.* Every room occupied for sleeping purposes by one occupant shall contain at least 70 square feet of floor space, and every room occupied for sleeping purposes by more than one occupant shall contain at least 50 square feet of floor space for each occupant thereof.

(D) *Access to bathroom or water closet compartment.* No dwelling or dwelling unit containing two or more sleeping rooms shall have such room arrangements that access to a bathroom or watercloset compartment intended for use by occupants of more than one sleeping room can be had only by going through another sleeping room (single family dwellings are exempt). ('69 Code, §§ 8604.01 - 8604.04) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.23 SHARED AND PUBLIC AREAS.

Every owner of a dwelling containing two or more dwelling units shall be responsible for maintaining a clean and sanitary condition in the shared and public areas of the dwelling and

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premises thereof. ('69 Code, § 8605.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.24 GARBAGE AND RUBBISH.

Every occupant of a dwelling or dwelling unit shall dispose of all his or her garbage and rubbish in a clean and sanitary manner by placing it in appropriate garbage containers for city provided pick-up. ('69 Code, § 8605.02) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.25 MINIMUM STANDARDS.

No person shall let to another for occupancy any dwelling or dwelling unit, for the purpose of living, sleeping, cooking or eating therein, which does not comply with the requirements set forth in §§151.26 through 151.37. ('69 Code, § 8605.03) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.26 KITCHEN.

Every dwelling unit used as a rental unit shall contain kitchen facilities with a sink in good working condition, properly connected to a water and sewer system approved by the Building Official, and adequate counters with easy to clean surfaces. ('69 Code, § 8605.04) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.27 WATERCLOSET.

Every dwelling or dwelling unit used as a rental unit shall contain a room which affords privacy to a person within the room and which is equipped with a flush watercloset and a lavatory basin in good working condition and properly connected to a water and sewer system approved by the Building Official. The room must be properly ventilated with an approved ventilation system or operable window with screen. ('69 Code, § 8605.05) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.28 BATHTUB OR SHOWER.

Every dwelling or dwelling unit used as rental unit shall contain a bathroom which affords privacy to a person within the bathroom and a bathtub or shower in good working condition and properly connected to a water and sewer system approved by the Building Official. ('69 Code, § 8605.06) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.29 HOT AND COLD WATER.

Every kitchen sink, lavatory basin, and bathtub or shower required under this chapter shall be properly connected with both hot and cold water lines. ('69 Code, § 8605.07) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.30 WATER-HEATING FACILITIES.

Every rental unit shall have supplied water-heating facilities which are properly installed, maintained in safe and good working condition, properly connected with the hot water lines and 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 or shower at a temperature of not less than 120°F. ('69 Code, § 8605.08) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.31 ACCESS.

Every rental unit shall have an unobstructed and safe means of access leading to a safe and open space at ground level. ('69 Code, § 8605.09) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.32 HEATING.

Every rental unit shall have a heating facility which is properly installed, maintained in a safe and good working condition, and capable of safely and adequately heating all habitable rooms, bathrooms, and water closet compartments located therein to a temperature of at least 70°F at a distance of three feet above floor level. ('69 Code, § 8605.10) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.33 PUBLIC AREAS.

Every public hall and stairway in every multiple dwelling containing three or more dwelling units shall be adequately lighted at all times. Every public hall and stairway in structures devoted solely to dwelling occupancy and containing not more than two dwelling units may be supplied with conveniently located light switches controlling an adequate lighting system which may be turned on when needed, instead of full-time lighting. ('69 Code, § 8605.11) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.34 SMOKE DETECTION.

All rental units used for sleeping by human occupants shall be provided with at least one approved smoke detector near each bedroom area. ('69 Code, § 8605.12) (Ord. A-45, passed

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8-12-91) Penalty, see § 151.99

§ 151.35 GENERAL CONDITIONS.

Every foundation, floor, wall, ceiling, and roof shall be weather tight, watertight, and rodent proof; shall be capable of affording privacy; and shall be kept in good repair, including inside and outside surfaces. ('69 Code, § 8605.13) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.36 WINDOWS AND DOORS.

Every window, exterior door, and basement hatchway shall be weather tight, watertight, rodent-proof, and securable and shall be kept in sound working condition and good repair. ('69 Code, § 8605.14) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.37 BOARD/ROOMING HOUSES.

No person shall operate a boarding/rooming house or shall occupy or let to another for occupancy any room unit in any boarding/rooming house, except in compliance with the provisions of this chapter. f69 Code, § 8606.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.38 SPECIAL USE PERMIT.

No person shall operate a boarding/rooming house unless he or she holds a valid special use permit issued by the City Council in the name of the owner and for the specific dwelling unit. The owner shall apply to the Building Official for such a permit. This permit shall always be displayed in a conspicuous place within the boarding/rooming house. No such permit shall be transferrable. Every boarding/ rooming house permit shall expire at the end of three years following its date of issuance, unless sooner suspended or revoked as hereinafter provided. ('69 Code, § 8606.02) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.39 WATERCLOSETS, LAVATORY BASINS, AND BATHTUBS AND SHOWERS.

At least one flush water closet, lavatory basin, and bathtub or shower, properly connected to a water and sewer system approved by the Building Official and in good working condition, shall be supplied

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for each six persons, or two dwelling units, or fraction thereof, residing within a boarding/rooming

house, including members of the operator's family wherever they share the use of the facilities. Provided, in a boarding/rooming house where rooms are let only to males, flush urinals may be substituted for not more than one-half the required number of water closets. All such facilities shall be located within the dwellings as to be reasonably accessible from a common hall or passageway to all persons sharing such facilities. Every lavatory basin and bathtub shower shall be supplied with hot water at all times. No such facilities shall be located in a basement except by written approval of the Building Official. ('69 Code, § 8606.04) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.40 BED LINEN AND TOWELS.

The operator of every boarding/rooming house shall change supplied bed linen and towels therein at least once each week and prior to the letting of any room to any new occupant. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner. ('69 Code, § 8606.05) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.41 MAINTENANCE OF A SANITARY CONDITION.

The operator of every boarding/rooming house shall be responsible for the sanitary maintenance of all walls, floors, and ceilings and for maintenance of a sanitary condition in every other part of the rooming house. ('69 Code, § 8606.06) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.42 HOTELS, MOTELS, AND BED AND BREAKFASTS.

Every provision of this chapter which applies to boarding/rooming houses shall also apply to hotels, motels, and bed and breakfasts, except to the extent that any such provision may be found in conflict with the laws of this state or with the lawful regulations of any state board or agency. ('69 Code, § 8607.01) (Ord. A-45, passed 8-12-91) *Cross-reference:*

Hotels and tourist lodging, see Ch. 114

ADMINISTRATION AND ENFORCEMENT

§ 151.55 INSPECTION.

Inspection of dwellings, dwelling units, and rooming units used as rental units will be done by the Building Official or his or her designee. The Building Official is authorized and directed to make

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inspections of these facilities located within the city to determine their condition. In order that he or she may perform his or her duty of safeguarding the health and safety of the occupants and of the general public. For the purpose of making such inspections, the Building Official or his or her designee is authorized to enter, examine and survey between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday or in emergencies whenever necessary to protect the publics' and occupants' health and safety. Due notice of the inspection must be given to the occupants and the owner or operator of the facility in writing and in advance, at least seven days. The owner or operator and occupant of every facility shall give the Building Official free access to the facility at all reasonable times for the purpose of making such inspections as are necessary to effect compliance with the provisions of this chapter. ('69 Code, § 8602.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.56 APPEALS PROCESS.

Any person whose application for a permit to operate a boarding/rooming house has been denied may request and shall be granted a hearing on the matter before the Lake City Zoning Board of Appeals. ('69 Code, § 8606.03) (Ord. A-45, passed 8-12-91)

§ 151.57 VIOLATIONS, CORRECTIVE ACTION AND APPEALS.

Whenever upon inspection of any dwelling or dwelling unit the Building Official finds that conditions or practices exist which are in violation of any provision of this chapter or any rule or regulation adopted pursuant thereto, the Building Official shall give notice in writing to the owner and occupant of the dwelling unit that the conditions or practices must be corrected within a reasonable period, consistent with health and safety standards of this Code, to be determined by the Building Official. ('69 Code, § 8608.01) (Ord. A-45, passed 8-12-91)

§ 151.58 HEARINGS AND APPEALS.

Any person affected by any notice which has been issued in connection with the enforcement of any provision of this chapter or any rule or regulation adopted pursuant thereto may request and shall be granted a hearing on the matter before the Building Official: provided that the person shall file in the office of the Building Official a written petition requesting the hearing within ten days after the day the notice was delivered. Upon receipt of such petition, the Building Official shall set a time and place for the hearing to be commenced, not later than ten days after the day on which the petition was filed. At the hearings the petitioner shall be given an opportunity to be heard and to show why the notice should be modified or withdrawn. Any person aggrieved by the decision of the Building Official may appeal to the Lake City Zoning Board of Appeals. ('69

Code, § 8608.02) (Ord. A-45, passed 8-12-91)

§ 151.59 EMERGENCY POWERS.

Whenever the Building Official finds that an emergency exists which requires immediate action to protect the public safety, health and welfare, he or she may, without notice, issue an order requiring that such action be taken as he or she deems necessary to meet the emergency. ('69 Code, § 8608.03) (Ord. A-45, passed 8-12-91)

§ 151.60 REGISTRATION OF RENTAL UNITS.

All rental unit owners, operators or agents must register all rental units with the City Housing Official. This may be accomplished by the submission of an application for new/renewal of housing maintenance certificate form to the Housing Official. These forms are available at the City Clerk's Office. Failure to file the forms within the time so said, subjects the owner to a \$500 fine for each rental unit not so reported. ('69 Code, § 8609.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.61 INSPECTION OF RENTAL UNIT.

The Building Official shall request an appointment in writing for inspection of the rental unit or units within 20 working days of the filing date for registration by the owner. The Building Official shall inspect each unit registered and shall issue a housing maintenance certificate provided that provisions of the City Code are complied with. ('69 Code, §8609.02)

§ 151.62 VIOLATIONS.

If violations are found, a certificate will not be issued and the owner shall have 30 days to correct the violations. A follow-up inspection shall be provided at no charge. A time extension may be granted by the Building Official upon evidence of extenuating circumstances. Less time to enforce a violation may be imposed by the Building Official to correct a life or health threatening situation. ('69 Code, § 8609.03) (Ord. A-45, passed 8-12-91)

§ 151.63 FOLLOW-UP INSPECTION.

If the violations are not corrected upon the time of the follow-up inspection, the owner shall then be given ten more days for corrective action. Follow-up inspection shall be charged to the owner at \$15 per inspection. ('69 Code, § 8609.04) (Ord. A-45, passed 8-12-91)

§ 151.64 HOUSING MAINTENANCE CERTIFICATE.

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(A) No person shall occupy buildings covered by this Code unless a current unrevoked housing maintenance certificate has been issued by the Building Official for the specific named dwelling. No person shall operate or permit occupancy of buildings covered by this Code unless a current, unrevoked housing maintenance certificate has been issued by the Building Official in the person's name for the specific named dwelling.

(B) The following shall apply to the issuance of any housing maintenance certificate:

(1) *Application for.* Application for a housing maintenance certificate or for renewal shall be made in writing to the Building Official on forms furnished by the Building Official and shall be accompanied by a fee as set forth in this Code.

(2) *Issuing of.* If after inspection, the dwelling is found to be in accordance with all the provisions of this Code, a certificate will be issued. The housing maintenance certificates shall be for a period of three years from the date of issuance and may be renewed with reinspection.

(3) *Applied for and issued to.* Application for a housing maintenance certificate shall be made by the owner or his or her agent and shall be issued in the owner's name. The applicant shall designate in writing with each application or renewal, an agent upon whom service of notice under this Code and service or process of violation of this Code may be made in the absence of the owner. The agent designated must reside in or within 25 miles of Lake City. This designated agent must give written approval for the use of his or her name as the designated agent.

(4) *Placement.* Each certificate shall be kept by the owner or agent and be displayed upon a request by the tenant or Building Official. No certificate is transferrable to another dwelling, and each person issued a certificate shall give notice in writing to the Building Official within 24 hours after having transferred or otherwise disposed of legal control of any licensed dwelling. The notice shall include the name and address of the person succeeding to the ownership or control of such dwelling and to whom the certificate is to be transferred. Within ten days of any transfer of ownership, the assignee shall comply with this code.

(5) *Record keeping.* Every person holding a housing maintenance certificate shall keep or have records of all written requests for repair and complaints by tenants. The records shall be available to the Building Official for inspection and copying upon request.

(6) *Renewal of.* Application for the renewal of a housing maintenance certificate shall be sent by the owner to the Building Official at least 30 days prior to the expiration date of the existing certificate.

(7) *Copies.* A record of all housing maintenance certificates issued shall be kept on file by the

(8) *Temporary certificate.* The Building Official may issue a temporary housing maintenance certificate for all or part of a building in the process of erection, alteration or if in the process of correcting non-health/life threatening violations of a building or part thereof to be occupied. No temporary housing maintenance certificate may be issued for longer than six months. ('69 Code, §§ 8610.01 - 8610.9) (Ord. A-45, passed 8-12-91)

(9) *Fees.*

(a) Housing maintenance certificate fees shall be set by resolution of the City Council, which fees are set as follows:

*Certificate
Fee*

Single Family.....	\$20 per dwelling
Duplexes.....	\$30 per building
Multi-family..... (3 or more units)	\$30 plus \$2 per unit
Boarding/Rooming Houses	\$30 plus \$2 per sleeping room.

(b) A fee of \$15 is set for compliance check.
(‘69 Code, § 8611.01) (Ord. A-45, passed 8-12-91) Penalty, see § 151.99

§ 151.99 PENALTY.

Any person, firm or corporation which violates, disobeys, neglects or refuses to comply with any provision of this chapter or any provision of any rule or regulation adopted by the City Council pursuant to authority granted by this chapter, shall be guilty of a civil infraction and upon being found responsible for a violation shall be punished by a fine of not less than \$100, nor more than \$500, together with prosecution costs and court costs, in the discretion of the court. Each day that a violation continues shall constitute a separate violation. ('69 Code, § 8612.01) (Ord. A-45, passed 8-12-91; Am. Ord. A-65, passed - -)

Minimum Housing Regulations

APPENDIX: HOUSING FORMS

CITY OF LAKE CITY
HOUSING MAINTENANCE
INSPECTION REPORT

Address of housing unit _____

Owner and address _____

Type of housing unit _____

(Single family dwelling, apartment, trailer, etc.)

For the following, enter N/A if not applicable to the type of unit and list all deficiencies noted for each item.

KITCHEN does/does not meet required standards.

LIVING AREAS INCLUDING BEDROOMS does/does not meet required standards.

WATERCLOSET does/does not meet required standards.

BATHTUB OR SHOWER does/does not meet required standards.

HOT AND COLD WATER does/does not meet required standards.

HEATING AND WATER HEATING does/does not meet required standards.

GENERAL MAINTENANCE does/does not meet required standards.

CLEANLINESS AND SANITATION does/does not meet required standards.

Based upon total habitable floor space, this unit is authorized _____ permanent occupants.

Date of inspection

Housing Maintenance Official

Minimum Housing Regulations

Lake City-Land Usage

Minimum Housing Regulations

CITY OF LAKE CITY
HOUSING MAINTENANCE CERTIFICATE
TEMPORARY/PERMANENT
(cross out one)

This Certificate is issued to _____ for a rental unit located at _____
and owned by _____. This certificate authorizes the
rental of said property in accordance with the Lake City Rental Unit Regulation Ordinance. This
Certificate is valid for a period of _____ months from date of issue. If this is a Temporary
Certificate,
cited below are those conditions that must be met corrected prior to the issuance of a Permanent
Certificate.

Note to owner/agent of said rental unit: A copy of this certificate will be provided to the renter of the
unit and failure to maintain the rental unit in accordance with the provisions of the Lake City Rental Unit
Regulation Ordinance shall be cause to invalidate this certificate.

Date of issue

Lake City Housing Official

Lake City-Land Usage

Minimum Housing Regulations

CITY OF LAKE CITY
APPLICATION FOR NEW/RENEWAL OF
HOUSING MAINTENANCE CERTIFICATION

I _____(name, address and telephone number) am applying for a new/renewal Housing Maintenance Certificate for a rental unit located at

Desired date of inspection of the rental unit by the Housing Official is _____. I understand that I will be notified of the date and time of the inspection by the Housing Official.

Date

Signature of Owner/Agent for:

Lake City-Land Usage

CHAPTER 152: ZONING CODE

Section

152.01 Zoning Ordinance adopted by reference

§ 152.01 ZONING ORDINANCE ADOPTED BY REFERENCE.

(A) The comprehensive zoning ordinance, Ordinance A-38 entitled Zoning Ordinance and dated September 1988, is adopted and incorporated as part of this code of ordinances as fully as if set out at length herein.

(B) Copies of the Zoning Ordinance are available for public inspection at the office of the City Clerk.

f 69 Code, Ch. 9, Art. 1) (Ord. A-38, passed - -88; Am. Ord. A-54, passed 4-11-94; Am. Ord. A-62, passed 5-11-98; Am. Ord. A-66, passed 3-8-99; Am. Ord. A-67, passed 11-9-98; Am. Ord. A-68, passed 11-9-98)

