

ORDINANCE NO 18-03
ORDINANCE OF THE TOWN OF ST JOE

Ordinance purpose is to regulate conditions upon property located in the Town of St. Joe that affects the HEALTH, PUBLIC SAFETY, AND WELFARE OF THE CITIZENS, VISITORS, AND THE TOWN OF ST. JOE as it relates to BLIGHTED PROPERTY AND PUBLIC NUISANCE ORDINANCE

WHEREAS, Indiana Code 36-1-5-1 et seq. authorizes the Town Board to codify, revise, rearrange, and compile the ordinances of the Town of St. Joe; and

WHEREAS, Indiana Code 36-1—6 et seq. authorizes the municipal corporation through the Town Board to adopt and authorize the enforcement of ordinances; and

WHEREAS, Indiana Code 36-1-6-2 authorizing officers of the municipal corporation to enter onto property and to take appropriate action, including issuing bills and superior property tax liens against owners of property who fail to comply with municipal ordinances; and

WHEREAS, Indiana Code 36-8-2-4 authorizes that a Town may regulate conduct, use or possession of property which might endanger the public health, safety, or welfare of its citizens, and

WHEREAS, Indian Code 36-8-2-8 authorizes that a Town may regulate the introduction of any substance or odor into the air, or any generation of sound, and

WHEREAS, Indiana Code 35-45-1-1 et seq. authorizes that a Town may regulate all offenses against the public health, odor, or decency, and

WHEREAS, Indiana Code 36-8-2-13 permits the Town exercise powers in I.C. 36-8-2-4 extraterritorially within one (1) mile outside of its corporate boundaries, and

WHEREAS, the Town of St. Joe, through the Town Board, seeks to regulate, for the common health, safety, and welfare, all properties and conditions upon property within the Town limits that affect the health, safety, and welfare of citizens and visitors.

In all other respects, Ordinance No. 08-06; Blighted Property and Public Nuisance Ordinance shall remain in full force and effect.

BE IT ORDAINED by the Town Board of the Town of St. Joe, Indiana, that:

Section 1. **TITLE**

This ordinance shall be known as the “Blighted Property and Public Nuisance Ordinance” of the Town of St. Joe, Indiana.

Section 2. **DEFINITIONS**

The following definitions shall apply in the interpretation and enforcement of this ordinance. Words in the singular shall include the plural, and words in the plural shall include the singular.

- 2.1 **Dwelling** - A building which is wholly or partly used or intended to be used as a residence, but not including a tent, trailer, or other structure which is designed to be transportable and is used for less than thirty (30) days.
- 2.2 **Dwelling Unit** - A 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, and cooking.
- 2.3 **Habitable Room** - A room or enclosed floor space used or intended to be used for living, sleeping, or cooking purposes, excluding bathrooms, laundries, pantries, foyers, hallways, closets, and storage spaces.
- 2.4 **Hotel** - A building or structure kept, used, maintained, advertised, or held out to the public to be an inn, motel, lodge, lodging house, dormitory, or place where sleep or rooming accommodations are furnished for hire or are used or maintained for the accommodation of guests or lodgers.
- 2.5 **Inspection Certificate** - A certificate issued by the Town of St. Joe which documents that a rental unit has passed inspection and the owner is permitted to rent or lease the unit.
- 2.6 **Inspection Officers** - Shall mean the following persons, working separately or together, who shall enforce the provisions of this Ordinance:
 - A. Town Board Member or an individual representing the Board, Code Compliance Officer or other designated officer.
 - B. Fire Inspector, Fire Chief or other designated officer.
 - C. County Health Officer.
- 2.7 **Manufactured Home** – A structure, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or forty body feet or more in length, or, when erected on site, is three hundred twenty or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained therein; except that such term shall include any structure which meets all the size requirements and with respect to which the manufacturer voluntarily files a certification required by the Secretary and complies with the standards established under this chapter; and except that such term shall not include any self-propelled recreational vehicle.
- 2.8 **Mobile Home** – A dwelling, including the equipment sold as part of the dwelling that:
 - A. Is factory assembles;
 - B. Is transportable;

- C. Is intended for year-round occupancy;
 - D. Is designed for transportation on its own chassis; and
 - E. Was manufactured before the effective date of the federal Manufactured Housing Construction and Safety Standards Law of 1974.
- 2.9 **Occupant** - Any person, living, sleeping, cooking, or having actual possession of a dwelling unit or rooming unit; or any person having actual possession of any building or structure other than a dwelling unit or rooming unit.
- 2.10 **Owner** - Any person who, alone or jointly or severally with others:
- A. Shall have legal title to any dwelling, dwelling unit, or any other building or structure, whether or not they occupy the same; or
 - B. Shall have charge, care or control of any dwelling, dwelling unit, or any other buildings or structure, as owner or agent of the owner, or as executor, executrix, administrator, trustee or guardian of the estate of the owner. Any such person representing the actual owner shall be bound to comply with the provisions of this ordinance, to the same extent as if he or she were the owner; or,
 - C. Shall be the purchaser under a recorded land contract of any dwelling, dwelling unit or any other building or structure, whether or not they occupy the same.
- 2.11 **Person** - Any entity, including any individual, firm, corporation, association or partnership.
- 2.12 **Plumbing** - Shall include any of the following supplied facilities and equipment: gas pipes, gas-burning equipment, water pipes, garbage disposal units, waste pipes, toilets, sinks, installed dishwashers, bathtubs, showers, installed clothes-washing machines, catch basins, building drains, sewer drains, vents, and any other similar supplied fixtures, together with all connections to water, sewer, or gas lines.
- 2.13 **Recreational Vehicle** – means a vehicle with or without motive power equipped exclusively for living quarters for persons traveling upon the highways. The term:
- A. Does not include:
 - a. A truck camper; or
 - b. A mobile structure; and
 - B. Does include a vehicle that:
 - a. Is designed and marketed as temporary living quarters for recreational, camping, travel, or seasonal use;
 - b. Is not permanently affixed to real property for use as a permanent dwelling;
 - c. Is built on a single chassis and mounted on wheels;
 - d. Does not exceed four hundred (400) square feet of gross area; and

- e. Is certified by the manufacturer as complying with the American National Standards Institute A119.5 standard.
- 2.14 **Registration Fee** - The amount paid to the Town of St. Joe when registering a rental unit with the town.
- 2.15 **Registration Receipt** - The receipt issued by the Town Clerk Treasurer which documents that a dwelling unit has been registered and the owner has paid the appropriate registration fee.
- 2.16 **Rental Unit** - A single unit of a hotel, rooming house, dwelling, apartment, or other similar building which is held for lease or rent.
- 2.17 **Rooming House** - A dwelling, or that part of a dwelling containing one (1) or more rooming units, in which space is let by the owner or the owner's representative to persons who are not husband, wife, son, daughter, mother, father, sister, or brother of the owner or the owner's representative.
- 2.18 **Rooming Unit** - A room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking purposes.
- 2.19 **Solid Waste** - All solid and semisolid wastes, including garbage, litter, trash, refuse, and rubbish.
- 2.20 **Substantial Property Interest** - Any right in real estate susceptible of being affected in a substantial way by actions authorized by this ordinance, including a fee interest, life estate interest, future interest, present possessory interest, or equitable interest of a contract purchaser.
- 2.21 **Supplied** - Shall mean paid for, furnished, or provided by or under the control of the owner or the owner's representative.
- 2.22 **Truck Camper** – means a device without motive power that is installed in the bed of a truck to provide living quarters for persons traveling on a highway.
- 2.23 **Unsafe Building** - A building or structure, or any part of a building or structure that is:
 - A. In an impaired structural condition that makes it unsafe to a person or property;
 - B. A fire hazard;
 - C. A hazard to the Public health;
 - D. A public nuisance;
 - E. Dangerous to a person or property because of a violation of a statute or ordinance concerning building condition or maintenance; or
 - F. Vacant and not maintained in a manner that would allow human habitation, occupancy, or use under the requirements of a statute or an ordinance.
 - G. Other conditions which present a situation uninhabitable.
- 2.24 **Unsafe Premises** - The tract of real estate on which an unsafe building is located.

Section 3. MINIMUM STANDARDS FOR ALL STRUCTURES

No building, accessory building, garage or other structure, whether used for residential, commercial, industrial or other purposes, shall fail to comply with the following requirements:

- 3.1 Every supplied facility, piece of equipment, or utility which is required under this ordinance shall be so constructed or installed that it will function safely and effectively, and shall be maintained in satisfactory working condition.
- 3.2 Every foundation, floor, wall, ceiling, and roof shall be reasonably weather tight and rodent proof; shall be capable of affording privacy; and shall be kept in good repair.
- 3.3 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 building. Roof drains, gutters, and down spouts shall be maintained in good repair and free from obstruction. Roof water shall not be discharged in a manner that creates a hazard on the premises or adjacent property.
- 3.4 Every window, exterior door and basement hatchway shall be reasonably weather tight and rodent proof, and shall be kept in sound working conditions and good repair. All glazing material shall be maintained free from cracks and holes.
- 3.5 Every inside and outside stair, 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. Metal fire escapes shall be maintained in a rust free condition.
- 3.6 Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.
- 3.7 All wood and metal surfaces. Including but not limited to, window frames, doors, door frames, cornices, porches, and trim, shall be maintained in good condition. Peeling, flaking, and chipped paint shall be eliminated and surfaces repainted.
- 3.8 All cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features shall be maintained in good repair with proper anchorage and in safe condition.
- 3.9 All canopies, marquees, signs, metal awnings, fire escapes, standpipes, exhaust ducts, and similar overhang extensions shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
- 3.10 Any pipes, ducts, conductors, fans, or blowers shall not discharge gasses, steam, vapor, hot air, grease, smoke, odors, or other gaseous or particular wastes directly upon abutting or adjacent public or private property or that of another tenant.

- 3.11 All additions or improvements to any building or structure must be made in accordance with the Town of St. Joe and DeKalb County Building Codes.
- 3.12 All 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.
- 3.13 **All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions.**
- 3.14 Any portion, member or appurtenance of a building shall not be likely to fail, to become detached, dislodged or to collapse and thereby injure persons or damage property.
- 3.15 The building or structure shall not be manifestly unsafe for purpose for which it is being used.
- 3.16 The building or structure shall not be in such a condition that it is likely to partially or completely collapse due to:
- A. Dilapidation, deterioration, or decay;
 - B. Faulty construction;
 - C. The removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; or
 - D. The deterioration, decay or inadequacy of its foundation.
- 3.17 Exterior walls or other vertical structural members shall not list, lean, or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one-third of the base.
- 3.18 The building or structure, exclusive of the foundation, shall not show thirty-three percent (33%) or more damage or deterioration of its supporting member or members or fifty percent (50%) damage or deterioration of its non-supporting members, enclosures, or outside walls or coverings.
- 3.19 The building or structure shall not have less than sixty-six percent (66%) of the strength, fire resisting qualities or characteristics, or weather resisting qualities or characteristics required by law in the case of newly constructed building of like area, height, or occupancy in the same location.
- 3.20 The building shall not be so damaged by fire, earthquake, flood, or any other cause that the structural strength and stability is materials less than it was before the catastrophe, and is less than the minimum requirements for new buildings of similar structure, purpose, or location.
- 3.21 The building or structure shall not be so damaged by fire, wind, earthquake, tornado activity or flood that it has become so dilapidated and deteriorated as it becomes freely accessible to persons.

- 3.22 The building or structure shall not, because of obsolescence, dilapidated condition, deterioration, damage, lack of sufficient fire resistive construction, electrical wiring, gas connection, or heating apparatus, become a fire hazard.
- 3.23 A portion of the building or structure shall not remain on the real estate more than three (3) months after demolition or destruction.
- 3.24 Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.
- 3.25 Private swimming pools containing water more than twenty-four inches (24") in depth shall be completely surrounded by a fence or barrier at least sixty inches (60") 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 fifty-four inches (54") 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 six inches (6") from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety measure.

Section 4. MINIMUM STANDARDS FOR BASIC EQUIPMENT AND FACILITIES

- 4.1 Every dwelling unit shall contain a kitchen sink in good working condition and properly connected to a water system and sewer system.
- 4.2 Every dwelling unit shall contain a room which affords privacy to a person within said room, and which is equipped with a flush toilet and a bathroom sink in good working condition, properly connected to a water and sewer system.
- 4.3 Every dwelling unit shall contain within a room which affords privacy to a person within said room, a bathtub or a shower in good working condition and properly connected to a water and sewer system.
- 4.4 Every kitchen sink, bathroom sink, and bathtub or shower required under the provisions of subsections 4.1, 4.2, and 4.3 of this ordinance shall be properly connected with both hot and cold water lines when used for rental or lease occupancy.
- 4.5 Every dwelling when used for rental or lease occupancy shall have supplied water heating facilities which are properly installed, maintained in a safe and good working condition, properly connected with the hot water lines required under the provisions of subsection 4.4 and are capable of heating water to such temperature as to permit an adequate amount of water to be drawn at every required kitchen sink, bathroom sink, bathtub, or shower at a temperature of not less than 100° F. Such supplied water heating facilities shall be capable of meeting the requirements of this subsection when the dwelling unit heating facilities required under the provisions of subsection 5.8 are not in operation.

- 4.6 Every dwelling unit shall be supplied with adequate solid waste disposal facilities and storage containers as required by **St. Joe Town's Solid Waste Ordinance 08-05** as may be amended from time to time.
- 4.7 Every dwelling unit shall have the correct house or apartment number displayed in numerals that are at least three inches (3") high and one and one-half inches (1 ½") wide and placed in such a manner that they are reasonably visible to the street.

Section 5. MINIMUM STANDARD FOR LIGHT, VENTILATION, EGRESS AND HEATING

No person shall occupy as owner-occupant or let to another for occupancy any dwelling or dwelling unit, for the purpose of living therein, which does not comply with the following requirements:

- 5.1 Every window, other than fixed window, shall be easily operable and capable of being held in position by window hardware.
- 5.2 Every habitable room shall have at least one (1) window or skylight facing directly to the outdoors. The minimum total window area, measured between stops, for every habitable room shall be eight percent (8%) of the floor area of such room. Whenever walls or other portions of structures face a window of any such room and such light-obstruction structures are located less than three feet (3') from the window and extend to a level above that of the ceiling of the room, such a window shall not be included as contributing to the required minimum total window area. Whenever the only window in a room is a skylight-type window in the top of such room, the total window area of such skylight shall equal at least fifteen percent (15%) of the total floor area of such room.
- 5.3 Every habitable room shall have at least one (1) window or skylight which can be easily opened, or such other device as will adequately ventilate the room. The total of operable window area in every habitable room shall be equal to at least forty-five percent (45%) of the minimum window area size or minimum skylight-type window size, as required in subsection 5.2, except where there is supplied some other device affording adequate ventilation and approved by the Inspection Officer.
- 5.4 Every bathroom and toilet room shall comply with the light and ventilation requirements for habitable rooms contained in subsection 5.2 and 5.3, except that no window or skylight shall be required in adequately ventilated bathrooms and toilet rooms equipped with a ventilation system approved by the Inspection Officer.
- 5.5 During that portion of each year from May 1st through October 31st for protection against mosquitoes, flies, and other insects, every door opening directly from a dwelling unit to outdoor space, used or intended to be used for ventilation, shall

likewise be supplied with screens unless the entire dwelling unit is adequately air conditioned.

- 5.6 Every basement or cellar window used or intended to be used for ventilation, and every other opening to a basement which might provide an entry for rodents and/or insects shall be supplied with a screen or such other device as will effectively prevent their entrance.
- 5.7 Every dwelling unit shall have at least one (1) safe, unobstructed means of egress leading to a safe and open space at ground level; and every bedroom shall have at least one (1) operable window or exterior door. The sill height of an egress window shall not be higher than forty-four inches (44") above the floor. The minimum opening area for an egress window shall be five and seven-tenths (5.7) square feet, except the minimum opening area for an egress window on the first floor shall be five (5) square feet. The minimum clear opening height of all egress windows shall be twenty-two inches (22").
- 5.8 Every dwelling shall have heating facilities which are properly installed, maintained in safe and good working order, and are capable of safely and adequately heating all habitable rooms, bathrooms, and rooms in every dwelling unit located therein to a temperature of at least 65°F and, whenever the outside winter conditions are at least 0°F.
- 5.9 Every public hall and stairway in every dwelling containing two (2) 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 (2) dwelling units shall be supplied with conveniently located light switches controlling an adequate lighting system which may be turned on when needed instead of full-time lighting.

Section 6. SAFE AND SANITARY MAINTENANCE

- 6.1 The exterior doors, including any exterior basement entrance and every exterior window shall be supplied with a lock. The owner must supply locks and the owner and occupant shall have the right to keys for entry to the leased space.
- 6.2 Every plumbing fixture and water and waste pipe shall be properly installed and maintained in good sanitary working condition, free from defects, leaks, and obstructions.
- 6.3 Every toilet room floor and bathroom floor surface shall be constructed and maintained so as to be reasonably impervious to water and so as to permit such floor to be easily kept in clean and sanitary condition.
- 6.4 No owner, operator, or occupant shall cause any service, facility, equipment or utility which is under this ordinance to be removed from, shut off from, or discontinued from any occupied dwelling let or occupied by him or her, except for such temporary interruption as may be necessary when actual repairs or

alterations are in process, or during temporary emergencies when discontinuance of service is approved by the Inspection Officer. Provided, however, that this subsection is not intended to require an owner to continue to serve utilities or heat to a premises occupied by a tenant who has not paid his or her rent or utilities.

- 6.5 Each dwelling unit shall have its own metering system for natural gas, electricity, or any other utility provided in the dwelling. If this requirement is not met, the owner of the dwelling must have the utilities that are not metered separately in his or her own name.

Section 7. MINIMUM SPACE, USE AND LOCATION REQUIREMENTS

No person shall occupy as owner-occupant or let to another for occupancy any dwelling or dwelling unit, for the purpose of living therein, which does not comply with the following requirements:

- 7.1 Every dwelling unit shall contain at least one hundred fifty (150) square feet of floor space for the first occupant thereof, and at least one hundred (100) additional square feet of floor space to be calculated on the basis of total habitable room area.
- 7.2 A habitable room, other than a kitchen, shall not be less than seven (7) feet in any plan dimension. Kitchens shall have a clear passageway of not less than three (3) feet between counter fronts and appliances or counter fronts and walls.
- 7.3 At least one-half of the floor area of every habitable room's hall have a ceiling height of at least seven (7) feet; and the floor area of that part of any room where the ceiling height is less than five (5) feet shall not be considered as part of the floor area of the room for the purpose of determining the maximum permissible occupancy thereof.
- 7.4 In every dwelling unit of two (2) or more rooms, every room occupied for sleeping purposes by an account shall contain at least seventy (70) square feet of floor space, and every room occupied for sleeping purposes by more than one (1) occupant shall contain at least fifty (50) square feet of floor space for each occupant thereof.
- 7.5 No dwelling or dwelling unit containing two (2) or more sleeping rooms shall have such room arrangements that access to a sleeping room can be had only by going through another sleeping room or a bathroom or a toilet room, if said arrangements are deemed to be unsafe.
- 7.6 No basement space shall be used as a habitable room or dwelling unit unless:
- A. The floor and walls are impervious to leakage of underground and surface run-off water and are insulated against dampness;
 - B. The total window area in each room is equal to at least the minimum window area sizes as required by subsection 5.2;

- C. Such required minimum window area is located entirely above the grade of the ground adjoining such window area; and
- D. The total operable window area in each room is equal to at least the minimum as required under subsection 5.3, except where there is supplied some other device affording ventilation which is approved by the Inspection Officer.

Section 8. RESPONSIBILITIES OF OWNERS AND OCCUPANTS

- 8.1 Every owner of a dwelling containing two (2) or more dwelling units shall be responsible for maintaining in a clean and sanitary condition the shared or public areas of the dwelling and premises thereof.
- 8.2 Every occupant of a dwelling unit shall keep in a clean and sanitary condition that part of the dwelling, dwelling unit, and premises thereof which he or she occupies and controls.
- 8.3 Every occupant of a dwelling unit shall keep all plumbing fixtures therein in a clean and sanitary condition, and shall be responsible for the exercise of reasonable care in the proper use and operation thereof.
- 8.4 Every occupant of a dwelling or dwelling unit shall be responsible for hanging all screens and double doors, storm doors, and windows whenever the same are required under the provisions of this ordinance, except where the owner has agreed to supply such service.
- 8.5 Every occupant of a dwelling or dwelling unit shall be responsible for the extermination of any insects, rodents, or other pests therein or on the premises, and every occupant of a dwelling unit in a dwelling containing more than one (1) dwelling unit shall be responsible for such extermination whenever his dwelling unit is the only one infested. Notwithstanding the foregoing provisions of this subsection, whenever infestation is caused by failure of the owner to maintain a dwelling in a rat proof or reasonably insect proof condition, extermination shall be the responsibility of the owner. Whenever infestation exists in two (2) or more of the dwelling units in any dwelling or in the shared or public parts of any dwelling of two (2) or more dwelling unit, extermination thereof shall be the responsibility of the owner.
- 8.6 Every occupant of a dwelling or dwelling unit shall dispose of all his or her solid waste, appliances, furniture and bulky items in a sanitary manner. This provision does not relieve the owner of the responsibility to maintain his or her property in a clean and sanitary condition.
- 8.7 Every occupant of a dwelling or dwelling unit shall dispose of all his or her solid waste which might provide food for rodents in a clean and sanitary manner by placing it in solid waste disposal facilities or solid waste storage containers required by subsection 4.7. It shall be the responsibility and duty of the owner of

any building containing more than one (1) dwelling unit to supply the required solid waste disposal facilities and solid waste containers as provided in subsection 4.7. In all other cases, it shall be the responsibility of the occupant to furnish such facilities or containers.

Section 9. HOTELS AND ROOMING HOUSES

No person shall operate a hotel or rooming house, or shall occupy or let to another for occupancy any rooming unit in any hotel or rooming house, except in compliance with the provisions of every section of this ordinance, except the provisions of section 4 and section 8.

Section 10. SMOKE DETECTORS

- 10.1 All lease or rental dwelling units, including hotels and any other buildings of mixed occupancy having any residential units, shall be equipped with approved smoke detectors.
- 10.2 A leased or rental dwelling unit is defined as any building that contains living quarters for one (1) or more occupants, and shall include hotels, and any other buildings of mixed occupancy and shall hereinafter be referred to as leased or rental units.
- 10.3 Every owner, manager or agent of any rental unit shall install, in every dwelling unit or rooming unit, not less than one (1) approved smoke detector on the ceiling, not less than six inches (6") from any wall, located from six (6) to twelve (12) inches from the ceiling, and within fifteen feet (15') of all rooms used for sleeping purposes.
- 10.4 Every owner, manager, or agent of any rental unit shall install not less than one (1) approved smoke detector on the uppermost ceiling, not less than six inches (6") from any wall, or on a wall located from six (6) to twelve (12) inches from the uppermost ceiling of all interior stairwells.
- 10.5 All approved smoke detectors required in this ordinance shall be an ionization or photoelectric type, either battery powered or 110 volt AC, and shall comply with all requirements of the National Fire Protection Association Chapter (NFPA) 72. Smoke detectors shall bear the label of nationally recognized standards testing laboratory that indicates that the smoke detectors have been tested and listed under the requirements of NFPA 72.
- 10.6 The provisions of this section shall be required in buildings which contain an approved automatic sprinkler system throughout.
- 10.7 At every change of tenant in a rental unit, it shall be the responsibility of the owner, manager or agent to test and ascertain that the approved smoke detectors are in operable condition. It is the tenants' responsibility to replace batteries, as

needed, while they occupy the unit, and report to the owner, manager or agent any repairs needed by any smoke detectors.

- 10.8 It shall be unlawful for any person, except in the case of a fire or for the purpose of repair or maintenance, to remove or tamper with fire extinguishers, fire escapes, fire hoses, nozzles, or other fire control or fire extinguishing equipment, including smoke detector systems, in or about any building or other premises in the Town of St. Joe.

Section 11. MINIMUM STANDARDS FOR COMMERCIAL AND INDUSTRIAL PROPERTIES

No person having a substantial property interest in any building that is used for commercial or industrial purposes shall allow the building to fail to comply with the following requirements;

- 11.1 Any door, aisle, passageway, or other means of exit must be sufficient width or size to provide a safe and adequate means of exit in the case of fire or panic.
- 11.2 The walking surface of any isle, passageway, stairway, or other means of exit shall not be so warped, worn, loose, torn, or otherwise unsafe to prevent a safe and adequate means of exit in the case of fire or panic.
- 11.3 The stress in any materials, or member, or any portion thereof, shall not be more than one and one-half times the working stress or stresses allowed for new building of similar structure, purpose of location.

Section 12. TEMPORARY LIVING QUARTERS

- 12.1 The Town of St. Joe, Indiana shall allow person(s) to temporarily stay in a Recreational Vehicle, Truck Camper, tent, or other like structure for a period of up to ten (10) days within a thirty (30) day period. This does not include a manufactured home or a mobile home; these are considered a permanent structure and must be placed on a permanent foundation to be considered habitable.

Section 13. APPLICATION OF REGISTRATION RECEIPT

- 13.1 No owner of real estate within the Town of St. Joe shall permit the real estate to be leased for any purpose that includes any person using the premises as their living quarters until a registration receipt covering each rental unit in the building has been obtained.
- 13.2 A registration receipt shall be obtained by applying for the receipt at the Town of St. Joe, Clerk's Office and by paying a registration fee for each rental unit, dwelling unit, or rooming house, rooming unit. The initial registration fee shall be submitted at the time application is made. at the time application is made, the owner of the real estate shall supply the Town Clerk with the name of the owner, address of the owner, street address of the property being registered, the nature of

the rental building or unit, the use to which the property shall be put, and any other information which, an Inspection Officer may require to aid in carrying out the purpose of this ordinance.

- 13.3 After application for a registration receipt has been submitted to the Town Clerk, an inspection shall be conducted of the rental unit to ascertain that the facility conforms to all requirements of this ordinance, any other applicable ordinance, and all applicable laws of the State of Indiana. The owner or the owner's representative shall be entitled to seventy-two (72) hours written notice from the Town prior to conducting the inspection. In the event that the owner, or the tenant if occupied, refuses to allow the inspection the Inspector shall apply for a warrant to make the inspection in accordance with IC 36-7-9-16.
- 13.4 After an inspection which shows that the rental unit conforms to all applicable ordinances and statutes, the Town Clerk shall issue to the owner of every registered rental unit an inspection certificate.
- 13.5 Each registration shall be valid for a period of one (1) year, except those registration receipts for a hotel or rooming house which receipts shall be valid for only six (6) months. Each registration receipt shall be renewed by June 1 of every year by submitting the registration fee of \$75.00 to the St. Joe Town Clerk. In the event that the registration fee is not paid within thirty (30) days after its expiration date, a late fee of \$25.00 will be assessed and the renewal will be backdated to its prior expiration date. Any registration receipt issued shall be valid for the annual or six months period. Payment of the registration fee shall not be considered a defense to any action filed by the Town of St. Joe to enforce the provisions of this ordinance if such action was filed prior to payment of the registration fee.
- 13.6 The registration receipt applies to the rental unit and not to the owner of the property. However, within thirty (30) days of the sale of the equitable or legal title to any property registered under this ordinance, any person acquiring equitable or legal title shall notify the Town Clerk of their name and address. No new registration fee shall be due until the expiration date of the current registration receipt.
- 13.7 Each owner of a rental unit warrants at each change of tenant that the rental unit meets the registration and inspection requirements set forth in this ordinance. This warrant is implied in the very act of renting the unit and liability for it may not be removed by any act or agreement, either written or verbal, of either the owner or the prospective tenant.

Section 14. INSPECTION

- 14.1 The Inspection Officers are authorized and directed to make inspections to determine the condition of dwellings, dwelling units, rooming units, any other building or structure, and premises located within the Town of St. Joe in order

that they may perform their duties of safeguarding the health and safety of the occupants and the general public.

- A. The Inspection Officers are authorized to enter, examine and survey, at all reasonable times, all rental units. The owner or the owner's representative, and/or occupant of every rental unit shall give the Inspection Officer free access to such rental unit and its premises at all reasonable times for the purpose of such inspection, examination and survey, provided however, that such Inspection Officer has, prior to entry thereof, positively identified him or herself as a person authorized pursuant to this ordinance to enter upon said premises. At the time of each inspection, all pets must be controlled so that the Inspection Officer can move about the dwelling and surrounding property without interruption.
 - B. The owner or the owner's representative shall be entitled to seventy-two (72) hours written notice from the Town of St. Joe prior to conducting the inspection, examination or survey. The owner or the owner's representative shall be responsible for notifying the occupant of the rental unit of the inspection when he or she receives notice of the intent to inspect from the Town.
 - C. This provision shall not be construed to limit or restrain the right of the Inspection Officer to make an inspection of any other building or premises pursuant to any of the provisions of Indiana Code 36-7-9-1 et.al.
- 14.2 Every rental unit operated and maintained in the Town of St. Joe shall be inspected by an Inspection Officer at least one (1) time every four (4) years. The inspection shall be made to ascertain that the facility conforms to all requirements of this ordinance, any other ordinance of the Town, and all statutes of the State of Indiana regarding such facilities.
- 14.3 Every occupant of a rental unit shall give the owner thereof or the owner's representative access to any part of such dwelling or rental unit its premises at all reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with the provision of this ordinance.
- 14.4 The Town of St. Joe shall issue to the owner of every registered and inspected rental unit an inspection certificate as proof that the unit passed inspection. The inspection certificate shall be valid until the next inspection.
- 14.5 At each change of occupancy, every owner or the owner's representative shall provide the occupant with a copy of the inspection certificate. The copy shall become part of warranty of habitability of the premises provided for in subsection 12.7.
- 14.6 If an Inspection Officer finds that a dwelling, dwelling unit, rooming unit, or any other building or structure fails to comply with any standard set forth in this ordinance, any other ordinance of the Town of St. Joe, or any statute of the State

of Indiana, he or she shall give notice of the alleged violation to the owner of the dwelling, dwelling unit, rooming unit, or any other building or structure. The notice shall be in writing and shall reasonably describe the violation found. The notice shall further specify the date by which the violation must be corrected. The notice shall be served upon the owner or the owner's representative, and the occupant of the dwelling, dwelling unit, rooming unit, or any other building or structure.

- 14.7 A building that the Inspection Officer finds to be unsafe shall be repaired so that it meets acceptable standards within fifteen (15) days of the notice described in subsection 13.6. Any other violations shall be repaired within thirty (30) days of the notice of a violation described in subsection 13.6. If the violations cited are not corrected, a re-inspection fee of \$250.00 shall be levied against the person (either owner or occupant) responsible for correcting the violation cited. Re-inspection may continue until the violations are corrected. The re-inspection fee may be waived in the Inspection Officer finds that substantial progress has been made with regards to each separate violation noted or that the failure to correct the violation is not within the control of the person responsible for correcting the violation cited.
- 14.8 If a dwelling, dwelling unit, rooming unit, or any other building or structure is cited for violations of this ordinance, no new violations shall be cited at the time of the re-inspection for the original violation unless such new violations make the property unsafe.
- 14.9 Upon notification that an occupied rental unit has not obtained the necessary registration receipt, the Town of St. Joe may inspect such premises upon twenty-four (24) hour notification to the owner of the property, for the purpose of determining if any inspection certificate is required. If access cannot be obtained, the Inspection Officer may obtain an inspection warrant pursuant to the provisions of Indiana Code 36-7-9-16.
- 14.10 Nothing in the preceding subsections should be construed to require an investigation by the Town of St. Joe or any city employee prior to the city filing a complaint against the owner of real estate who fails to obtain a required registration receipt.

Section 15. ENFORCEMENT

- 15.1 If a cited violation is not corrected within the designated time, and the Town of St. Joe finds that the building is unsafe within the meaning of Indiana Code 36-7-9-4, the Town may issue an order requiring any of the following:
 - A. Vacating of an unsafe building.
 - B. Sealing an unsafe building against intrusion by unauthorized persons
 - C. Extermination of vermin in and about the unsafe premises

- D. Removal of trash, debris, or fire hazardous material in and about the unsafe premises.
 - E. Repair or rehabilitation of an unsafe building to bring it into compliance with standards for building condition or maintenance required for human habitation, occupancy, or use prescribed by a statute or this ordinance.
 - F. Removal of part of an unsafe building.
 - G. Removal of an unsafe building
 - H. Requiring, for an unsafe building that will be sealed for a period of more than ninety (90) days:
 - a) Sealing against intrusion by unauthorized persons and the effects of weather;
 - b) Exterior improvements to make the building compatible in appearance with other buildings in the area; and
 - c) Continuing maintenance and upkeep of the building and premises.
- 15.2 The order super cedes any permit relating to the building or land use, whether that permit is obtained before or after the order is issued.
- 15.3 The order issued pursuant to subsection 14.1 shall contain the following:
- A. The name of the person to whom the order is issued;
 - B. The legal description or address of the unsafe premises that is the subject of the order;
 - C. The action that the order requires
 - D. The period of time when the notice of the order is given;
 - E. If a hearing is required, a statement indicating the exact time and place of the hearing, and stating that the person to whom the order was issued is entitled to appear at that hearing with or without counsel, present evidence, cross examine opposing witness, and present arguments;
 - F. If a hearing is not required, a statement that an order under this section becomes final ten (10) days after notice is given, unless a hearing is requested in writing by a person holding a fee interest, a life estate interest or an equitable interest of a contract purchaser in an unsafe premises, and that request is delivered to the Town Board before the end of the ten (10) day period;
 - G. A statement briefly indicating what action can be taken by the Town Board I the order is not complied with;
 - H. A statement indicating the obligation created by Indiana Code 36-7-9-27 relating to the notification of subsequent interest holders and the Town Board; and
 - I. The name, address and telephone number of the Town of St. Joe
- 15.4 The order must allow a sufficient time, of at least ten (10) days from the time when the notice of the order is given, to accomplish the required action.

- 15.5 A hearing before the Town of St. Joe Board must be held relative to each order of the Inspection Officer, except for an order issued under subsection 14.1 (B), 14.1 (C) and 14.1 (D). A hearing shall be conducted before the Town Board for all other orders of the Inspection Officer under this section.
- 15.6 The hearing shall be held on a business day no earlier than ten (10) days after notice of the order is given. The Town of St. Joe shall grant a continuance of the scheduled hearing if requested in writing by a person holding a substantial property interest in the affected real estate, if such request is received not later than five (5) days after the notice is given. Such continuance shall be for a period of not more than fourteen (14) days past the original date of hearing.
- 15.7 If, at a hearing, a person to whom an order has been issued requests an additional period to accomplish action required by the order, and shows good cause for this request to be granted, the Town Board may grant the request. However, as a condition for allowing the additional period, the Board may require that the person post a performance bond to be forfeited if the action required by the order is not completed within the additional period.
- 15.8 Notice to the owner and all other holders of a substantial property interest shall be deemed sufficient if the notice is given pursuant to the provisions of Indiana Code 36-7-9-25
- 15.9 The Town Board, after having given notice of the time and place of a public hearing by publication in accordance with Indiana Code 5-3-1, shall adopt a schedule setting forth the maximum amount of performance bonds applicable to the various types of ordered action. The Board shall use this schedule to fix the amount of the performance bond required under the previous subsection.
- 15.10 At the conclusion of any hearing before the Board the hearing authority may make findings and take action to affirm the Board the order, rescind the order, or modify the order. However, unless the person to whom the order was issued or counsel for the person to whom the order was issued is present at the hearing, the Board may not modify the order so that it is more stringent than the original order.
- 15.11 The findings made and action taken by the Board shall be in writing and shall be available to the public upon request. However, the Board is not required to give any person notice of the findings and action other than those persons having a substantial property interest.
- 15.12 If the Board finds it necessary to take emergency action concerning an unsafe premise in order to protect life, public safety or property, he or she may take that action without issuing an order or giving notice to any person having a substantial property interest. However, this emergency action must be limited to removing any immediate danger. Such action shall be taken only when it is not feasible to give notice and hold hearings as provided by subsection 14.3. Any person to

whom such emergency action is directed shall comply therewith but shall be afforded a hearing before the Board as soon as possible.

- 15.13 The Board may recover the costs incurred by taking emergency action, by filing a civil action in the Circuit or Superior Court of DeKalb County against persons who held a fee interest, life estate interest, or equitable interest of a contract purchaser in the unsafe premises at the time the Inspection Officer found it necessary to take the emergency action.
- 15.14 Any person required to vacate an unsafe premises under the emergency action of this section may challenge the emergency action to vacate in the Circuit or Superior Courts of DeKalb County by challenging the Inspection Officer's determination that there is an immediate danger to life or safety of any person. The Inspection Officer shall have the burden of proving that an emergency action is necessary to prevent immediate danger to the life and safety of any person occupying or using nearby property.
- 15.15 If a cited violation is not corrected within the designated time period and the Inspection Officer finds that the building is unsafe within the meaning of Indiana Code 36-7-9-4, the Town of St, Joe may file a complaint with the DeKalb Superior Courts or DeKalb Circuit Court to assess any fine provided by this ordinance, to seek an injunction as provided by Indiana Code 36-7-9-18, or any sanction allowed by Indiana Code 36-7-9-1 through Indiana Code 36-7-9-28 inclusive
- 15.16 If a cited violation is not corrected within the designated time period and the Inspection Officer does not find that the building is unsafe within the meaning of Indiana Code 36-7-9-4, the Town of St, Joe may file a complaint with DeKalb Superior Courts or DeKalb Circuit Courts to assess any fine provided by this ordinance.
- 15.17 Any rental unit for which the Inspection Officer has issued an order finding the building or premises to unsafe shall be so designated and placarded by the Inspection Officer.
- 15.18 No rental unit which is placarded as unsafe shall again be used for human habitation until the written approval is secured from the Town Board, Inspection Officer, or a court of law. The Inspection Officer shall remove the placard whenever the defect or defects up[on which the finding that the building is unsafe have been eliminated.
- 15.19 No person shall deface or remove any notification of the Inspection Officer that any rental unit has been declared unsafe for human habitation.
- 15.20 The order of the Town Board expires two (2) years after the notice of the order is given unless one or more of the following events occurs within that two (2) year period:

- A. A complaint requesting judicial review is filed by any party having a substantial property interest.
 - B. A contract for action required by the order is let at public bid.
 - C. A civil action concerning the property is filed either by the Town or any person having a substantial property interest.
- 15.21 This ordinance specifically adopts the provisions of Indiana Unsafe Building Law which are included in Indiana Code 36-7-9-1 through 36-7-9-28 inclusive.

Section 16. PENALTIES

- 16.1 Any person who commits any of the following acts is subject to a fine not to exceed five hundred dollars (\$500.00). Each day that a violation of this order continues shall constitute a separate offense.
- A. A person who fails to obtain a registration receipt as required by this ordinance;
 - B. A person who fails to correct a violation cited in accordance with this ordinance, whether or not such violation makes the premises an unsafe premises, or whether the violation is a violation of this ordinance, another ordinance of the Town of St. Joe or a statute of the State of Indiana;
 - C. A person who removes or defaces the notification of the Inspection Officer that a rental unit has been determined to be unsafe.
 - D. A person who is living in a temporary living quarters for more than ten (10) days in a 30 day period. The fine shall be placed against the property owner on record at the DeKalb County Courthouse.
- 16.2 Any building or a premise which is unsafe within the meaning of Indian Code 36-7-9-4 shall be subject to any other sanction provided in Indiana Code 36-7-9-28 inclusive.

Section 17. MISCELLANEOUS PROVISIONS

- 17.1 Notice of orders, notice of statements of public bid are to be left, and notices of claims for payment must be given by:
- A. Sending a copy of the order or statement by registered or certified mail to the residence, place of business or employment of the person to be notified, with return receipt requested;
 - B. Delivering a copy of the order or statement personally to the person to be notified; or
 - C. Leaving a copy of the order or statement at the dwelling or usual place of abode by the person to be notified.

In the event that service is not obtained by forgoing methods, the alternate means of service described in Indiana Code 36-7-9-25 may be used.

Section 18. SEVERABILITY

The provisions of this ordinance are severable, and the invalidity of any phrase, clause or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

Section 19. OTHER ORDINANCES

All ordinances and parts of ordinances inconsistent or in conflict with the terms of this ordinance are repealed to the extent of such inconsistency or conflict.

Section 20. EFFECTIVE DATE

This ordinance shall be in full force and effect from and after its passage, approval and publication according to the laws of the State of Indiana.

This Ordinance is duly passed by the St. Joe Town Board of St. Joe, Indiana on the 4th day of February 2019.