

VILLAGE OF SUNRIVER TERRACE ORDINANCE
ORDINANCE ADOPTING A REGISTRATION LICENSE
PROGRAM FOR ALL RENTAL PROPERTIES
ORDINANCE _____

Village of Sun River Terrace Rental Ordinance, Now, Therefore be it ordained by the Mayor and Board of Trustees of the Village of Sun River Terrace, Kankakee County, Illinois as follows;

WHEREAS, the Village of SunRiver Terrace has a growing number of residential rental properties within the Village limits. This ordinance is to insure that adequate maintenance, and Village ordinances are being adhered to. These things affect the health, safety and welfare of our citizens.

WHEREAS, the regular collection and maintenance of accurate up to date information about residential rental properties and the identification of responsible persons for the property who are easily accessible will assist the Village to ensure their safety and compliance with the relevant property maintenance codes, and ;

WHEREAS, the Village Trustees, reviewed the matter of rental registration program, and concluded that a rental registration program is a reasonable step toward insuring suitable housing, safe and viable neighborhoods and a healthy Village.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE OF SUNRIVER TERRACE TRUSTEES, SUNRIVER TERRACE, ILLINOIS, AS FOLLOWS:

PURPOSE: It is the purpose of the Village of SunRiver Terrace Rental Registration Program adopted herein to collect current and accurate information identifying existing rental properties and to assist with efforts of the Village officials and departments, including Public Works, Public Property, Village Clerk and Mayor in maintaining accurate records of residential rental properties and their tenants to enable said officials and departments to perform their respective duties. Its additional purpose is to ensure all Village Ordinances are adhered to.

SCOPE: This Ordinance applies to any dwelling unit and its accessory units that are leased as rental (individual houses, public housing or multiple units) units within the Village of SunRiver Terrace.

Registration, Fees for Rental Property Licenses

After the effective date of this Ordinance, it shall be unlawful for any owner, as defined herein to leases or operate a rental property without first registering it with the Village of Sun River Terrace and complying with the provisions of this ordinance, together with the applicable codes and ordinances of the Village of Sun River Terrace. The registration of rental properties required herein shall last 2 years and expire on the 1st day of June of the 2nd year (ex. Register 3-25-13 register by 6-1-15).

b) No owner shall be allowed to register any property if the owner has outstanding fees or fines due and owing to the Village.

c) Registration may be denied or may be revoked by the Village of Sun River Terrace as provided in this Ordinance. If registration is denied or revoked, the Village shall notify the Owner or Owners Agent, in writing, of the denial and reasons therefore and provide an opportunity to appeal the decisions pursuant this Ordinance. If registration is denied, no occupant shall be allowed in the property until registration is approved.

d) Upon registration, owner agrees to pay all fees applicable, follow all the Village Ordinances and specifications. Registration is not complete and inspection will not be scheduled until all registration fees are paid.

e) **Registration Fee Schedule:**

| | |
|--|--------------------------------|
| Single family dwelling | \$25.00 per home every 2 years |
| Single family homes-complex | \$25.00 per home every 2 years |
| Multifamily Units (Apartment Buildings) | \$15.00 per unit every 2 years |
| Senior Complex | \$15.00 per unit every 2 years |

Upon completion of registration, inspection will be scheduled by the building inspector or said designee, within 15 working days, (unless other arrangements are made). Prior to the inspection of rental property all utilities must be on and working. Rental properties that fail the initial inspection will get 1 free additional inspection. The third inspection will require an additional fee. Rental inspector will be paid per agreed fee. Rental property owner will review the inspection form and sign it upon approval or denial of property inspection.

Attached is Schedule A with inspection specifications, rental application and rental inspection form.

Approved by the Village Board Members by vote.

Date _____

Pat Johnson _____

Mary Fitzpatrick _____

Tracie Kalkbrenner _____

Sherry Mason-Thomas _____

Tim Sykes _____

Elliott Timms _____

Signed

Ralph J. Bailey, Mayor

Gertrude Mittons, Clerk

SCHEDULE A

INTRODUCTION

The Village of SunRiver Terrace strives to assure all village residents are provided with a safe, sanitary and decent living environment. To achieve this goal, the Village of Sun River Terrace has adopted an Ordinance which created the Rental Registration Program for Rental Properties. The Village Clerk, Public Works, Code Enforcer and Village Officials are charged with assuring that rental properties register per the Registration Program for Rental Properties.

INTERNATIONAL PROPERTY MAINTENANCE CODE 2006

The International Property Maintenance Code establishes standards for facilities and conditions of all aspects of the property to ensure that structures are safe, sanitary and fit for occupancy.

The Code deals with all aspects of the property including provisions for exterior conditions and maintenance such as painting, masonry, tuck pointing, roofs, gutters, handrails, landscaping, trash areas and general property upkeep.

It also contains very specific standards for the interior of buildings, including general cleanliness of all common areas, handrails, stairs and painting, as well as conditions pertaining to the individual units. In addition it contains very specific standards for lighting, electrical, plumbing, and mechanical and fire safety.

CONSTRUCTION PERMITS AND INSPECTIONS

To ensure the health and safety of the citizens and to assure that all work performed is done in a workmanlike manner consistent with the technical knowledge necessary; the Village of SunRiver Terrace requires permits for new or replacement items.

These include the following:

Building Permit

All new construction, additions, alterations, and demolitions require a permit.

Plumbing Permit

A plumbing permit is required for the majority of plumbing work. The only exceptions are drain cleaning and replacement of faucets and valves. All plumbing work that requires a permit must be performed by an Illinois licensed plumber.

Electrical Permit

An electrical permit is required for most electrical work.

Lead-Based Paint

Lead based paint inspection and/or risk assessment

OCCUPANCY

Occupancy of rented or leased dwelling units within the Village of SunRiver Terrace needs to comply with the ordinance.

The Village of Sun River Terrace Ordinance defines family as:

One or more persons related by blood, marriage or adoption (excluding servants and roomers) or a group of not more than three (3) persons (including servants and roomers) who need not be related by blood, marriage or adoption, living together and maintaining a common household, but not including sororities, fraternities or other similar organizations.

OWNER / AGENT RESPONSIBILITIES It is the responsibility of the owner or his agent to register the rental property, receive a Certificate of Rental and assure that the property is maintained in compliance With the provisions of the International Property Maintenance Code including the following requirements:

CHANGE OF OWNERSHIP

Within 30 days of a change of ownership, the new owner must contact the Office of the Village Clerk to complete registration of the rental property.

MINIMUM STANDARDS FOR DWELLING UNITS AND PROPERTY

When units and property are inspected, they are inspected for compliance with the International Property Maintenance Code. Some of the items inspected are listed below. This is a basic list and does not include all details.

Walls, ceilings, floors, doors, etc., shall be in good repair, clean and free of cracks, mold or holes.

All windows and associated hardware must be operable and in good repair with no breaks or cracks.

Screens shall be in good repair to prevent access by insects.

Doors required for public or common area exits or as a means of egress, shall be capable of being opened from the inside without the use of a key or special knowledge.

Code compliant handrails and guards are required on all interior and exterior stairways with four risers or more and must be securely attached.

Electrical Maintenance: Where the electrical system constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacles and lighting outlets, improper wiring installation, deterioration or damage, or for similar reasons, the defects shall be corrected to eliminate the hazard.

Receptacles

Each habitable space (spaces used for living, sleeping, eating or cooking) shall contain two separate and remote receptacles outlets.

Laundry area shall contain one grounding-type receptacle or ground fault protected receptacle.

Bathrooms/toilet rooms and kitchen shall contain at least one receptacle with ground fault protected receptacle near bathroom and kitchen sink.

In 1996 the National Electrical Code required all homes to be equipped with ground fault interrupter (GFI) protected receptacles where applicable. In 1996 the National Electrical Code required all homes to be equipped with ground fault interrupter (GFI) protected receptacles where applicable. In 1996 the National Electrical Code required all homes to be equipped with ground fault interrupter (GFI) protected receptacles where applicable. The Village of SunRiver Terrace encourages all property owners to change out applicable receptacles to GFI protected receptacles, in older residences for the safety of occupants. Any maintenance or replacement of receptacles must conform to current code.

Lighting

Each public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room, and furnace room shall contain at least one permanent lighting outlet.

All other spaces, the occupant shall provide lamps or portable lights when natural light is not sufficient.

Ventilation in habitable spaces and bathrooms with toilets.

All plumbing fixtures, drains and piping must be properly installed, maintained in good working order and kept free of obstructions, leaks and defects

Water heaters must have proper pressure relief valve and drain piping to within 6" of the floor.

Water heater and furnace must have a flue

Bathroom tile, grout and caulking shall be clean and watertight.

All dwelling units shall have smoke detectors protecting the sleeping areas in proper working order and location.

All dwelling units shall have carbon monoxide (CO) detectors protecting the sleeping areas in proper working order.

Property owners are responsible for providing all dwelling units with smoke detectors and CO detectors in good working order.

Tenants are responsible for the upkeep of the smoke detectors and CO detectors. (i.e. batteries in good working order, dust and vacuum the detectors)

All fuel burning appliances must be properly installed and maintained for combustion air and venting.

Property owner must maintain mechanical and electrical systems and equipment in safe condition without hazards.

Lighting sufficient to maintain and utilize mechanical and electrical equipment.

Common hallways, stairs, basements and mechanical areas must be properly lighted and maintained free of any hazardous, unsanitary conditions, or stored items.

Fire doors must be in proper working condition and free of defects.

Refuse areas must be clean and adequate refuse and recycling containers must be provided to properly store refuse and recyclables between the collection days. Dumpster enclosures shall be properly maintained with working gates (if required by Village).

All rental property MUST have a paved driveway and sidewalk. All properties must be handicap accessible.

All rental properties must have working smoke and carbon dioxide detectors. All detectors must be checked regularly and changed as needed.

RENTAL OWNERS MUST HAVE A RENTAL CERTIFICATE FOR EACH PROPERTY, FOR NEW OR EXISTING RENTERS.

RENTAL PROPERTY OWNERS MUST ABIDE BY VILLAGE ORDINANCES.