

Minutes

To: Code Review Committee Members
Village Clerk
Date: 20 May, 2013
Re: **meeting of 03/25/13**

Village hall, 6 pm

Members present: Appleby, Donahue, Fox, Kristansen, CEO Zarnstorff, Trustee Hannan

Guest: Village Attorney Rob Leni

Minutes of the 2/25/13 meeting were approved. Member Donovan moved, member Kristansen seconded, all in favor.

Discussion continued about chapter 36.

- 36-7 (conditional CofO) Situations where a variance might be necessary, now says 'necessary approvals' covering such things as operating permits.
- 36-15 (red-tagged structures) For subsection A-1, we discussed who can issue the red tag, whether an assistant building inspector can do it or whether it must be the CEO. Attorney Leni says it can be either.
- The sub-sections about too many *occupants* and condemnation of property have been removed.
- 36-15-B-(4) Allows CEO to give residents time to vacate a home. According to CEO Zarnstorff, there are two different situations that call for residents to vacate. One is a residence unfit for human occupation for other than structural issues. The second is structurally unfit for occupation. There was discussion of the state fire code requirements for placarding and how we do it. If there is no entry, then occupants must vacate immediately. The discretion of the codes officer could give them a legal avenue to reenter the residence to correct the reasons for the placarding.

- 36-15-B-(5) Change 'must remain vacant' to 'must not be occupied.'
- Attorney Leni asked what the owner notification letter looks like. CEO Zarnstorff replied that it was a building deficiency punch list.
- Article II, 36-16 to 36-25 Attorney Leni expanded the definition of 'unsafe building' in 36-16-C to include significant exterior deterioration. Attorney Leni defined that term as shifted walls, major foundation cracks or roofs falling in.
- The remainder of Article II includes steps to be taken for remediating an unsafe structure.
- Article III, 36-27-A Attorney Leni has added the phrase 'is authorized to' in place of 'shall' so that an order of compliance can be issued in lieu of a notice of violation.
- After discussion, the committee decided to recommend striking 36-27-B, informal compliance orders.
- Attorney Leni will continue work on section 36-27 and then a final draft of the chapter.

Meeting adjourned at 8:10 pm. Motion by member Donovan, seconded by member Appleby. Next meeting on 4/22

Minutes submitted by Art Appleby