WHO MUST HAVE AN INSPECTION?

HMC Sec. 6-66. - Restrictions on issuance of permits and temporary permits of occupancy.

No use or occupancy permit for any structure or premises may be issued to any applicant until the compliance of such structure or premises with the current provisions of the International Property Maintenance Code has been assured and determined by the code official, or his designee; provided, however, that nothing in this section shall prevent the issuance of a temporary permit of occupancy. A temporary permit of occupancy may be issued for a structure, or portion thereof, which structure or the premises is in violation of the International Property Maintenance Code, if repairs or modifications to correct the violation are being performed and the code official, or his designee, determines that occupancy of this structure does not endanger the occupants. Such temporary permit of occupancy shall not be issued for a period of time in excess of six months.

HMC . Sec. 6-67. - Issuance of permit.

The code official, or his designee, shall issue a use and occupancy permit for such structure or portion thereof for which application for such permit has been made when an inspection pursuant to section 6-65 has assured that the structure and premises are in compliance with the current provisions of the International Property Maintenance Code. The use and occupancy permit issued pursuant to this section shall be valid until there is a change of occupants that occurs two years or more following the issuance of the permit.

What Ordinance mandates the necessity of this inspection?

HMC Sec. 6-63. - Use and occupancy permit required.

It shall hereafter be unlawful for any person to enter into the use or occupancy of any structure or portion thereof or to permit or suffer the use and occupancy of any structure or portion thereof located in the city without having first obtained a valid use and occupancy permit from the code official, or his designee, in accordance with the provisions of this article. Any person who shall violate any provision of this section shall, upon a finding of responsibility, be chargeable with and responsible for a municipal civil infraction pursuant to chapter 20 of the Code of the City of Hillsdale and all other applicable ordinance provisions of the 2012 International Property Maintenance Code.

HMC Sec. 6-65. - Inspection.

Upon receipt of said application for a use and occupancy permit, the code official, or his designee, shall conduct or cause to be conducted such inspection of the structure and premises as he reasonably requires and deems necessary to assure and determine the compliance of said structure and premises, with the current provisions of the International Property Maintenance Code, as promulgated and published by International Code Council, Inc., and adopted by reference in section 6-61.

This ordinance can be found in its entirety at www.cityofhillsdale.org

City of Hillsdale
Code Enforcement
97 North Broad Street
Hillsdale, Michigan 49242
(517) 437-6455
Fax: (517) 437-6448
www.cityofhillsdale.org

City of Hillsdale Use and Occupancy Permit Requirements

Good Neighbors Build Great Neighborhoods.

City of Hillsdale Code Enforcement Office
Tel: (517) 437-6455

Certificate of Occupancy Requirements

Why do I need to have a Use and Occupancy Permit?

The City of Hillsdale has adopted Property Maintenance codes requiring a minimum standard for the properties within the City of Hillsdale. By requiring each occupied structure or portion of each structure to obtain a Use and Occupancy Permit, the City mandated the need for each property to be inspected.

By doing this the City hopes to:

- Promote safety, health, and welfare of its residents.

- Reduce neighborhood deterioration.

- Protect diverse housing selection.

- Improve our overall City appearance, that captures the essence of a charming small town community.

Does the City inspection replace the need for a certified home inspection?

NO, this inspection is for the City Ordinance Compliance only, it requires properties to meet standards of the International Property Maintenance Code. This inspection is not an in-depth inspection of electrical, mechanical, plumbing and/or structural integrity.

I just bought a property and I didn't know that a Use and Occupancy Permit was required. What do I do?

As a property owner in the City of Hillsdale you are now responsible for inspection and acquiring a Use and Occupancy Permit. Call (517) 437-6455 to schedule an inspection.
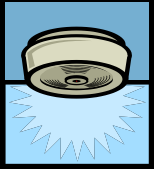
When can I schedule an inspection?

Monday—Friday during hours specified by the availability of the City of Hillsdale Fire Department.

What are the consequences for not adhering to this ordinance?

It is not the City's intention to penalize property owners for circumstances outside of their control. The first priority is to work with individuals to correct any issues that may create a negative impact on our community. However if little or no steps are taken to correct the problems, legal action may be taken by the City. Failure to comply with a notice of violation is considered a municipal civil infraction. Costs for corrections made by the City become a lien against the property.

The Top 10 Violations Normally Found During Inspections

1. Smoke Alarms required in all designated living areas including each bedroom. CHECK YOUR BATTERIES.

2. Property Identification Numbers—must be 4" in height and easily identifiable from the streets.

3. Handrails—required on incline with 4 or more risers.

4. Electrical outlet/switch plate covers required.

5. Installation of required second electrical outlet.

6. Chipped or flaking paint on exterior walls, soffits, and facia.

7. Missing/broken windows and screens.

8. Over pressure pipe on hot water heater not installed or wrong length.

9. Overall sanitation of property not in compliance with code.

10. Required bathroom ventilation not installed –required to be electrical or operable window.

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