



City of Hillsdale
97 N Broad St
Hillsdale, MI 49242
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www.cityofhillsdale.org

City of Hillsdale

Use & Occupancy Permit Requirement

Authorized by: Hillsdale Municipal Code, Ordinance Number 2011-5, adopted August 5, 2011
(replacing Ordinance Number 2008-4)

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.

Sec. 6-64. - Permit application.

Each person seeking a use and occupancy permit for any structure or portion thereof located in the city shall submit an application therefore to the code official, or his designee, on a form or forms supplied by the city.

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](#).

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



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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.

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.

Sec. 6-68. - Fees.

The city council, by resolution, may establish from time to time such administration fees, inspection fees, re-inspection fees or other fees as shall be deemed appropriate.

Sec. 6-69. - Additional regulation.

The requirements of this article do not replace or modify requirements otherwise established by ordinance which may be additional or more stringent concerning the construction, repair, alteration, use or location of structures, equipment, facilities or premises.

(Ord. No. 2011-5, 8-15-2011)