

CHAPTER 11 - BUILDING CODE**DIVISION 1 - BUILDING COMMISSIONER****SEC. 11.1-1 BUILDING INSPECTION DEPARTMENT.**

- A. Establishment. There has heretofore been established and is hereby continued, a Building Inspection Department of and for the Town of Normal.
- B. Duties and Responsibilities. The Building Inspection Department shall, among other duties as authorized, apply, interpret and enforce the Building, Residential, Existing Building, Fire, Plumbing, Electrical, Energy, Mechanical, Fuel Gas and Property Maintenance Codes of the Town of Normal.

SEC. 11.1-2 POSITION OF BUILDING COMMISSIONER.

- A. Establishment. There has heretofore been established and is hereby continued, the Town of Normal employment position of Building Commissioner.
- B. Supervision. The Building Commissioner shall be hired by and shall be under the supervision of the City Manager, as provided in the Town's Personnel Code.
- C. Assistants. The Building Commissioner may be assisted by other employees in the Building Inspection Department, including but not limited to, those individuals holding the employment positions of Building Inspector, Plumbing Inspector, Electrical Inspector, HVAC Inspector, Housing Inspector and such other personnel as may be authorized by the Town Council and assigned by the City Manager. Employees in and personnel assigned to the Building Inspection Department, at the direction of the Building Commissioner, may exercise any power and perform any duty, function or responsibility of the Building Commissioner.

SEC. 11.1-3 QUALIFICATIONS. No person shall be hired as Building Commissioner who has not had experience as an architect, structural engineer, building inspector or superintendent of building construction.

SEC. 11.1-4 DUTIES. The Building Commissioner shall have the following duties, functions and responsibilities:

- A. To be and perform the duties of the "Code Official" as that term is used in the various International Code Council codes adopted by the Town of Normal.
- B. To perform the duties, functions and responsibilities specified in the current job description of the Town of Normal employment position "Building Commissioner", which job description is approved from time to time by the Town Council as part of

the Town's Salary Administration Program.

- C. To supervise, direct and assign employees in and personnel assigned to the Building Inspection Department.

SEC. 11.1-5 RECORDS. All records and reports of the Building Inspection Department shall be open to the public during regular office hours but shall not be removed from that office without the written consent of the Building Commissioner or his designee.

SEC. 11.1-6 RIGHT OF ENTRY. Each employee in or person assigned to the Building Inspection Department, in the discharge of his or her official duties and upon proper identification, shall have the authority to enter any building, structure or premise at any reasonable hour and as permitted by the United States Constitution.

DIVISION 2 – BUILDING BOARD OF APPEALS

SEC. 11.2-1 CREATION, COMPOSITION, APPOINTMENT AND TERM. There is hereby created a Building Board of Appeals consisting of fifteen members. The members of the Board shall be individuals who are qualified by experience and training to decide upon matters pertaining to building construction and shall have the specific qualifications of each discipline set forth in this Section. Three members shall represent each of the following disciplines:

- A. **Design Professional.** The Design Professional representative must be a licensed architect, licensed structural engineer, or an individual with a minimum of a Master's Degree in Construction Technology or similar field.
- B. **General Construction.** The General Construction representative must be a contractor with a minimum of five years' experience in general construction or an individual with a minimum of a Master's Degree in Construction Technology or related field.
- C. **Mechanical Construction.** The Mechanical Construction representative must be a licensed mechanical engineer or a licensed HVAC contractor with a minimum of five years' experience in HVAC installation and maintenance.
- D. **Electrical Construction.** The Electrical Construction representative must be a licensed electrical engineer or a licensed electrical contractor with a minimum of five years' experience in electrical installation and maintenance.
- E. **Plumbing Construction.** The Plumbing Construction representative must be a licensed plumber with a minimum of five years' plumbing experience or an individual with a minimum of a Bachelor's Degree in environmental science.

The President of the Board of Trustees with the consent of the Board of Trustees shall make appointments to the Building Board of Appeals. The initial board shall consist of representatives in each category serving either a two, three, or a four-year term. Thereafter, members shall be appointed for terms of four (4) years and shall serve until their successors are appointed and duly qualified. The Board shall designate one of its members to serve as Chairperson. The Chairperson shall serve a one (1) year term and may be reappointed. The Building Commissioner of the Town of Normal shall serve as an advisor to the Board and may act as its Secretary. Vacancies among Board members shall be filled for the unexpired term in the same manner as original appointments.

SEC. 11.2-2 FUNCTIONS. The Building Board of Appeals shall have the following functions:

- A. To hear and decide all appeals from rulings or determinations of the Building Commissioner under this Chapter and to hear and decide all appeals from rulings or determinations of the Chief Fire Inspector under the Fire Prevention Code (Chapter 6 of the Municipal Code, Town of Normal, Illinois, as amended). In any appeal stemming from a particular discipline, two representatives of that discipline must

attend and participate in any hearing and deliberation of the case unless such participation would be prohibited by law.

- B. To serve as the “Board of Appeals” as that term is used in the various International construction and property maintenance codes adopted by the Town of Normal.
- C. To recommend to the Town Council reasonable rules and regulations governing the issuance of permits by the Building Commissioner under this Chapter.
- D. To recommend to the Town Council reasonable fees to be paid for the inspections performed by the personnel of the Building Inspection Department of the Town of Normal under this Chapter.
- E. To perform such other duties as may be given or assigned by the Town Council.
- F. The Building Board of Appeals, in concurrence with the Building Commissioner, shall have the authority to provide for experimental programs or pilot studies, including studies which would allow for the installation of materials or methods which are otherwise prohibited by Town ordinance. In determining whether to approve such studies or pilot programs, the Building Board shall consider the health and safety of the residents of the Town of Normal, the likely future use of the product or method sought to be used, and the expected benefit of the intended material or method. Any program or study approved shall be limited in duration and scope such that a reasonable assessment can be made of the material or method. The Building Commissioner shall report regularly to the Building Board of Appeals on the effectiveness of such material or method approved for a pilot program or study.

SEC. 11.2-3 QUORUM. Five (5) members of the Board shall constitute a quorum. All decisions shall require an affirmative vote of a simple majority of the Board members present. No member of the Board shall consider or vote on any question in which he, or any corporation in which he is a shareholder, is financially interested to an extent greater than other persons, firms or corporations performing or in business to perform comparable work.

SEC. 11.2-4 MEETINGS AND RECORDS. Meetings of the Board shall be held annually and at the call of the Chairperson and at such other times as the Board may determine. All hearings before the Board shall be open to the public. The Board shall keep minutes of its proceedings, showing the vote of each member on every question. If a member is absent or fails to vote, the minutes shall so indicate. The Board shall also keep records of its other official actions. Such minutes and such records shall be public records.

SEC. 11.2-5 APPEAL PROCEDURE.

- A. Application for Appeal. Any application for appeal shall be made within ten (10) days from the date of the decision appealed from, by filing with the Building Commissioner a Notice of Appeal specifying the grounds for the appeal. The

Building Commissioner shall transmit to the Board of Appeals the Notice of Appeal and all papers or documents on which the matter appealed from was based.

- B. Decision of the Board of Appeals. The Board of Appeals shall in every case reach a decision without unreasonable or unnecessary delay. Every decision of the Board shall be in writing and shall promptly be filed in the office of the Building Commissioner and served either by personal delivery or regular mail on the party initiating the appeal. If a decision of the Board of Appeals reverses or modifies a decision of the Building Commissioner, the Building Commissioner shall take action immediately in accordance with such decision. The decision of the Board shall be final, subject only to judicial review.

SEC. 11.2-6 RULES AND REGULATIONS. The Board may establish rules and regulations for its own procedure not inconsistent with the provisions of this Chapter.

DIVISION 3 – GENERAL REQUIREMENTS

SEC. 11.3-1 SCOPE. The provisions of this Chapter shall control the design and installation of all building construction within the Town of Normal, including but not limited to, the erection, construction, maintenance, enlargement, rebuilding, alteration, repair, moving, shoring, removal, demolition and conversion of occupancy of buildings, structures, property and portions thereof, and the maintenance and installation of plumbing equipment, heating equipment, boilers, elevators and electrical wiring and appliances, including mechanical ventilation and natural lighting fixtures located therein.

It shall be unlawful for any person, firm or corporation to do any building construction regulated by this Chapter in any way other than that authorized by this Chapter and the technical codes as adopted and modified hereby.

The requirements contained in this Chapter covering the maintenance of buildings and property shall apply to all property, buildings or structures now existing or hereafter erected. All property, buildings or structures and all parts thereof shall be maintained in a safe condition and all devices or safeguards which are required by this Chapter during the construction, alteration or repair of any building shall be maintained in good working order.

This Chapter shall not be construed as permitting the removal or non-maintenance of any previously authorized or required device or safeguards unless such removal or non-maintenance is authorized in writing by the Building Commissioner.

SEC. 11.3-2 CONSTRUCTION OF CHAPTER. Nothing in this Chapter shall be construed to exempt any person, firm or corporation from liability now existing or that may in the future arise to the Town of Normal or any other person, firm or corporation for damage from negligence or from defective construction relating to the construction, alteration, addition, repair, removal, demolition, use, location, occupancy, or maintenance of any building or structure or the service equipment located therein, within the corporate limits of the Town of Normal or on Town property outside the corporate limits, nor to release any person, firm or corporation from any franchise restrictions, nor shall the Town be held to assume any liability by reason of the inspections authorized herein or certificates or permits issued hereunder or from failure of the Building Official or member of the Building Inspection Department to perform his or her duties hereunder.

SEC. 11.3-3 CONFLICT OF PROVISIONS OF CODES OF THE TOWN. In any case where a provision of this Chapter is found to be in conflict with any Zoning, Fire, Safety or Health provision of the Municipal Code of the Town of Normal existing on the effective date of this Chapter or which hereafter may exist, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people of the Town shall prevail. In any case where any other Code provisions of the Town establishes a lower standard for the promotion and protection of the health and safety of the Town's people, the provisions of this Chapter shall be deemed to prevail.

SEC. 11.3-4 SEVERABILITY. It is hereby declared to be the intention of the Town Council of the Town of Normal, Illinois, that the several provisions of this Chapter are severable in accordance with the following:

- A. If any Court of competent jurisdiction adjudges any provision of this Chapter to be invalid, such judgment shall not affect any other provisions of this Chapter not specifically included in such judgment order.
- B. If any Court of competent jurisdiction shall adjudge invalid the application of any provision of this Chapter to a particular property, building or structure, such judgment shall not affect the application of said provision to any other property, building or structure not specifically included in such judgment order.

SEC. 11.3-5 PENALTIES. Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with, or resisting or opposing the investigation or enforcement of any of the provisions of this Chapter, or any of the Codes adopted and modified hereby, upon conviction thereof, shall be punished by a fine of not less than Twenty-five (\$25.00) Dollars nor more than Two Hundred (\$200.00) Dollars for the first offense and not less than Fifty (\$50.00) Dollars nor more than Five Hundred (\$500.00) Dollars for the second and each subsequent offense in any 180 day period. A separate and distinct offense shall be regarded as committed each day upon which said person shall continue any such violation or permit any such violation to exist after notification or knowledge of the existence thereof.

SEC.11.3-6 LEGAL ACTION AND ADOPTION OF ADMINISTRATIVE HEARING PROCEDURE. The Building Commissioner is authorized to bring any action at law or equity to seek compliance with this Chapter or to seek fines for the violation of any provision. Any violation of any provision of this Chapter may also be processed through the Administrative Adjudication System adopted by the Town of Normal. The adoption and establishment of the Administrative Adjudication System does not preclude the Town from using other lawful methods to enforce the provisions of the Municipal Code including filing actions to assess and collect fines due the Town, and actions seeking injunctive or other equitable relief in McLean County Circuit Court or any other court with jurisdiction over the subject matters or parties.

DIVISION 4 – ADOPTION OF CODES

SEC. 11.4-1 ADOPTION OF APPLICABLE CODES. The following Codes are adopted by the Town of Normal. Not less than one copy of any Code adopted by this Division with the specified additions, deletions, insertions, modifications, and amendments shall be filed and kept at the Office of the Town Clerk of the Town of Normal.

- A. Adoption of the International Building Code 2015 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules, standards, regulations and procedures for the location, construction, maintenance, alteration, removal, demolition, use and occupancy of buildings and structures and the service equipment located within such buildings or structures, a Building Code known as the International Building Code 2015, published by International Code Council, with specific additions, deletions, insertions, modifications and amendments as set forth in this Chapter, which said Code as so amended is hereinafter referred to as the “IBC.” The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all buildings and structures within the corporate limits of the Town. Amendments to the Building Code. The International Building Code, 2015, is amended as follows:

1. Insert the phrase “Town of Normal, Illinois” in all locations in the IBC where parenthetical reference is made to the “name of jurisdiction”.
2. Section 101.2 - Scope. Add the Phrase “in zero lot-line construction,” before the words “multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with a separate means of egress.”
3. Section 101.4.3 - Plumbing. Substitute the word “Town’s” for the word “International” in the first sentence and delete the second sentence.
4. Delete Section 102.4, 102.4.1, and 102.4.2 and substitute the following:

The codes and standards referenced in this Code shall be considered part of the requirements of this Code to the prescribed extent of each such reference.

Where differences occur between provisions of this Code and other adopted codes and standards, the more restrictive provisions shall apply.

5. Delete Section 103 - Department of Building Safety and insert in lieu thereof the following:

Section 103.0 - Department of Building Safety

Section 103.1 - Building Inspection Department. The Building Inspection Department of the Town of Normal shall be the “Department of Building Safety” as that term is used in this Code.

Section 103.2 - Building Commissioner. The Building Commissioner of the Town of Normal shall be the “Building Official” as that term is used in this Code.

Section 103.3 - Restriction of Employees. The Building Official or employee connected with the Department of Building Inspection except one whose only connection is that of a member of the Board of Appeals established under the provisions of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in or directly or indirectly connected with the furnishing of labor, materials or appliances for the preparation of plans or the specifications therefore, unless he is the owner of the building, nor shall such officer or employee engage in any work which conflicts with his official duties or with the interests of the Department.

6. Delete Sections 104.8 and 104.8.1.
7. Add a new sentence at the beginning of Section 105.5 - Expiration as follows:

Every permit issued shall expire and become invalid 180 days after issuance or a later date if a later date is indicated on the permit by the building official.

8. Add the following Section 105.8 - Additional Permit Requirements:

Section 105.8 - Miscellaneous Permit Requirements: No building permit shall issue until the following conditions are met:

- a. Storm Water Storage. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until all applicable requirements are met as set forth in Chapter 7, Division 31 of the Municipal Code, Town of Normal, 1969, as amended.
- b. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until a Bloomington-Normal Water Reclamation District connection permit has been obtained for the proposed construction. This subsection shall not apply to building permits issued solely for the alteration, repair, shoring, or maintenance of existing buildings or structures.
- c. No person, firm, corporation, agency, partnership or other entity shall

undertake or cause to be undertaken any type of alteration to the exterior of any property designed a historical landmark by the Town of Normal or any property located within an area designated as a historical district by the Town of Normal without first submitting plans and obtaining from the Town a building permit for such alteration. As used herein, the term alteration means any type of modification or repair including but not limited to maintenance, shoring, repair work, alteration, additions, rejuvenations, rehabilitations, remodeling, or any other action which changes in any manner the existing physical appearance of such property, except for painting. In addition to the general penalties set forth in this Chapter, any violation of the foregoing shall be subject to the following: (a) Equitable relief as provided by law; or (b) A fine in any amount no more than five hundred dollars (\$500.00) for each offense. A separate and distinct offense shall be regarded each day upon which said violation shall continue after knowledge or notification of the existence thereof to or by the violator.

9. Section 107.5 - Retention of Construction Documents. Delete this Section.

10. Add at the end of Section 109.2 - Schedule of Permit Fees the following:

- a. General. The fee for a permit shall be based upon the reasonable cost of the improvements, including material and labor in accordance with the fee schedule of sub-section (b) of this Section. Estimated cost shall include all cost of labor and material given a fair market value. In the absence of a bona fide contract establishing the estimated costs, the values for arriving at the fee for a permit shall be established by the Code Official upon the basis of area and type of construction.

If any person initiates construction without first taking out a permit, such person shall pay, in addition to the regular fees prescribed for permits, an additional amount equal to one hundred per cent (100%) of the fee required, and may be subject to all penalty provisions of this Chapter.

- b. Fee Schedule. Fees shall be as set forth in Chapter 25 of the Municipal Code of the Town of Normal.

11. Add to the existing language of Section 111.3 - Temporary Occupancy, the following:

Temporary use or occupancy may be granted by the Code Official for a maximum duration of one (1) month from the date of issuance. Such occupancy may be further extended only by approval of the City Manager,

subject to a favorable safety inspection by the Building Inspection Department.

12. Add to the existing language of Section 112.1 - Connection of Service Utilities the following:

No utility meters shall be placed on the street side(s) of any commercial or multiple-family building.

13. Delete the existing language of Section 113 - Board of Appeals and substitute therefore the following:

Section 113 - General. Decisions of the Building Official may be appealed to the Building Board of Appeals pursuant to SEC. 11.2-5 of the Municipal Code of the Town of Normal except no appeal may be filed after the Town has initiated legal or administrative proceedings seeking compliance with this Code or penalties for violation of this Code.

14. Delete Section 114.3 - Prosecution of Violation and substitute therefore the following:

In case of a violation of any provision of this Code, the Building Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

15. Delete the existing language of Section 114.4 - Violation Penalties, and insert in lieu thereof, the following:

Section 114.4 - Penalties. Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with, or resisting or opposing the investigation or enforcement of any of the provisions of this Chapter or any of the Codes as adopted and modified hereby may be subject to the penalties prescribed in SEC. 11.3-5 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended.

16. Add to Section 1027.1 - Exterior Exit Stairways and Ramps, as follows:

No exterior stairways shall be placed or construed on the street side(s) of commercial or multi-family buildings.

17. Add to Table 1607.1 Balconies (exterior) and Decks. Section 5 – Hotels

and Multiple-Family Dwellings – 100.

18. Delete the existing language of Section 2901.1 – Scope, and substitute in lieu thereof, the following:

Section 2901.1 – Scope. The design and installation of plumbing systems, including sanitary and storm drainage, sanitary facilities, water supplies and storm water and sewage disposal in buildings and structures, shall comply with the requirements of this Article, and the requirements of the Plumbing Code of the Town of Normal.

19. Add Section 3001.5, as follows:

Section 3001.5 Each elevator must comply with all state laws, including required inspections, and must display any certificate of inspection. A copy of proof of compliance with the state statute must be sent to the Building Official upon the demand of the Building Official.

- B. Adoption of the International Residential Code 2015 with Amendments. There is hereby adopted by the Town of Normal for the purpose of regulating and controlling the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use of maintenance of building systems in residential buildings thereto, a building code known as the International Residential Code, 2015 Edition, published by the International Code Council, as amended thereto with specific additions, deletions, insertions, modifications, and amendments, as set forth in this Chapter which said Code as so amended is hereinafter referred to as the “International Residential Code.” The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all matters pertaining to the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use of or maintenance of building systems in residential buildings thereto. Amendments to the International Residential Code. The International Residential Code, 2015, is amended as follows:

1. In Section 101.2 - Delete the exceptions and insert the phrase “in zero lot-line construction” before the words:

“townhouses not more than three stories above grade plan in height with a separate means of egress and their accessory ...”

2. Delete Sections 102.4 inclusive of the exception, 102.4.1, and 102.4.2 and substitute the following:

The codes and standards referenced in this Code shall be considered part of the requirements of this Code to the prescribed extent of each such reference.

Where differences occur between provisions of this Code and other adopted codes and standards, the more restrictive provisions shall apply.

3. Delete Section 103 - Department of Building Safety and insert in lieu therefore, the following:

Section 103.0 - Department of Building Safety

Section 103.1 - Building Inspection Department. The Building Inspection Department of the Town of Normal shall be the “Department of Building Safety” as that term is used in this Code.

Section 103.2 - Building Commissioner. The Building Commissioner of the Town of Normal shall be the “Building Official” as that term is used in this Code.

Section 103.3 - Restriction of Employees. The Building Official or employee connected with the Department of Building Inspection except one whose only connection is that of a member of the Board of Appeals established under the provision of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in or directly or indirectly connected with the furnishing of labor, materials or appliances for the preparation of plans or the specifications therefore, unless he is the owner of the building, nor shall such officer or employee engage in any work which conflicts with his official duties or with the interests of the Department.

4. Section 104.6 - Right of Entry. Delete this entire section and substitute therefore the following: The Code Official or his designee is authorized to enter the structure or premises to inspect, subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Code Official is authorized to seek a search warrant as authorized by law.
5. Section 105.2 - Work Exempt from Permit. In section Building 1, delete the phrase “200 square feet (18.8 m²) and substitute therefore 144 square feet”. In section Building 2, substitute ‘6 feet’ for ‘7 feet.’ Delete section Building 10.
6. Add at the beginning of Section 105.5 - Expiration as follows:

Every permit issued shall expire and become invalid 180 days after the issuance or a later date if a later date is indicated on the permit by the building official. A permittee holding an unexpired permit may apply for a one-time ninety (90) day extension provided the permittee can show good and satisfactory reasons that the work cannot be completed within the initial

one hundred eighty (180) day period. No additional fee is required for a one-time extension.

7. Section 105.8 - Responsibility. Add at the end of the Section the following:

Condition of Permits: A construction permit issued pursuant to the Residential Code does not permit a person to perform electrical, plumbing, or other mechanical work. All construction work performed in the Town of Normal shall be performed in accordance with all plans and specifications submitted to the Town of Normal for the issuance of a permit. It shall be unlawful for any person to perform construction in a manner not consistent with the permit issued. It shall be unlawful for any person to perform construction work for which a permit is required without a permit. It shall be unlawful for any person to perform construction work after a stop work order has been issued. All framing, mechanical, plumbing, and electrical work must be inspected before being covered. It is the responsibility of the permit holder to call for all inspections. No permit shall be assigned or transferred to any other person.

8. Add the following Section 105.10 - Additional Permit Requirements.

Section 105.10 - Miscellaneous Permit Requirements. No building permit shall be issued until the following conditions are met:

- a. Storm Water Storage. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until all applicable requirements are met as set forth in Chapter 7, Division 31 of the Municipal Code, Town of Normal, 1969, as amended.
- b. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until a Bloomington-Normal Water Reclamation District connection permit has been obtained for the proposed construction. This subsection shall not apply to building permits issued solely for the alteration, repair, shoring, or maintenance of existing buildings or structures.
- c. No person, firm, corporation, agency, partnership or other entity shall undertake or cause to be undertaken any type of alteration to the exterior of any property designated a historical landmark by the Town of Normal or any property located within an area designated as a historical district by the Town of Normal without first submitting plans and obtaining from the Town a building permit for such alteration. As used herein, the term alteration means any type of modification or repair including but not limited to maintenance, shoring, repair work, alteration, additions, rejuvenations, rehabilitations, remodeling, or any other action which changes in any

manner the existing physical appearance of such property, except for painting.

In addition to the general penalties set forth in this Chapter, any violation of the foregoing shall be subject to the following: (a) Equitable relief as provided by law; or (b) A fine in any amount no more than five hundred dollars (\$500.00) for each offense. A separate and distinct offense shall be regarded each day upon which said violation shall continue after knowledge or notification of the existence thereof to or by the violator.

9. Section 106.3.1 - Approval of Construction Documents. Delete this Section.

10. Amend Section 109.1.5 - Other Inspections to include:

In addition to the called inspections above, a site inspection prior to excavation, a pre-footing inspection prior to the placement of concrete and a lot grading inspection shall all be required inspections enforced by the Building Department.

11. Delete Section 112 and substitute therefore, the following:

Section 112 - Board of Appeals – All persons shall have the right to appeal any decision of the Building Official to the Building Board of Appeals of the Town of Normal in the manner provided by SEC. 11.2-5 of the Municipal Code of the Town of Normal, 1969, as amended, except no appeal may be taken after the Town of Normal has initiated legal or administrative proceedings seeking compliance with this Code or fines for violation of this Code.

12. Delete Section 113.3 – Prosecution of Violation and substitute therefore:

In case of a violation of any provision of this Code, the Building Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

13. Delete the existing language of Section 113.4 - Violation Penalties and substitute in lieu therefore the following:

Section 113.4 - Violation Penalties. Any person, firm or corporation

violating any provision of this Code shall be subject to the penalty provisions provided in SEC. 11.3-5 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended.

14. Amend Table No. 301.2(1) Climatic and Geographic Design Criteria as follows:
- a. Amend Table 301.2(1) by inserting (20psf) under “Ground Snow Load”.
 - b. Amend Table 301.2(1) by inserting (115 mph) under “Wind Design (Speed)”.
 - c. Amend Table 301.2(1) by inserting (No) under “Wind Design” (Topographic effects).
 - d. Amend Table 301.2(1) by inserting (No) under “Wind Design” (Special wind region).
 - e. Amend Table 301.2(1) by inserting (No) under “Wind Design” (Wind-borne debris zone).
 - f. Amend Table 301.2(1) by inserting (B) under “Seismic Design Category”.
 - g. Amend Table 301.2(1) by inserting (Severe) under “Subject to Damage From” (Weathering).
 - h. Amend Table 301.2(1) by inserting (40”) under “Subject to Damage From” (Frost Line Depth).
 - i. Amend Table 301.2(1) by inserting (Moderate to Heavy) under “Subject to Damage From” (Termite).
 - j. Amend Table 301.2(1) by inserting (-4 Degrees) under “Winter Design Temp.”
 - k. Amend Table 301.2(1) by inserting (Yes) under “Ice Barrier Underlayment Required.”
 - l. Amend Table 301.2(1) by inserting (Engineering Insurance Study) under “Flood Hazards.”
 - m. Amend Table 301.2(1) by inserting (1500) under “Air Freezing Index.”

n. Amend Table 301.2(1) by inserting (52 degrees) under “Mean Annual Temp.”

15. Delete the word “Townhouse” from Sections 302.2, 302.2.1, and 302.2.4, and insert “Zero Lot Line Unit”.

16. Amend Section 302.2 - Townhouses to read:

Section 302.2 - Zero Lot Line Units. Each zero lot line unit shall be considered a separate building and shall be separated by 2-hour assembly from the foundation to roof underside. The assembly shall be continuous and shall not be interrupted by unit partitions. This assembly shall be a UL listed or USG approved.

17. Amend Section 302.6 - Dwelling/garage fire separation by adding the following sentence:

With a detached garage where the separation between the garage and another structure is less than 10’, the entire garage shall be protected by ½” gypsum board applied to the inside of the garage.

18. Amend Section R311.7.8 - Handrails, specifically R311.7.8.1 through R311.7.8.4 as follows:

The Code Official shall have the authority to provide relief from the provisions of these sections where an existing structure is located in a designated Historic District, identified in The Legacy, or included in a Town Initiated historical survey as a potential historic structure.

The relief shall be limited to exterior applications and attributed to maintaining the architectural integrity of the structure as approved by the Historic Preservation Commission, or an appointed designee. (Added 12/18/17 by Ord. No. 5724)

19. Amend Section R312.1 - Guards, specifically R312.1.1 through R312.1.3 as follows:

The Code Official shall have the authority to provide relief from the provisions of these sections where an existing structure is located in a designated Historic District, identified in The Legacy, or included in a Town Initiated historical survey as a potential historic structure.

The relief shall be limited to exterior applications and attributed to maintaining the architectural integrity of the structure as approved by the Historic Preservation Commission, or an appointed designee. (Added

12/18/17 by Ord. No. 5724)

20. Section 313 - Automatic Fire Sprinkler Systems. In Section 313.2 change the effective date to upon adoption by the City of Bloomington, Illinois. In Section 313.2.1 delete the phrase "Section P2904 or". (Revised 11/7/11 by Ord. No. 5402)
21. Amend Section 401.3 - Drainage to read:

Lot grading shall comply with the approved verified subdivision grading plan as submitted by the lot developer. In addition, sump pump discharge lines shall be connected to the storm water drainage system where provided.
22. Amend Section 403.1.6 - Foundation Anchorage. Delete exceptions 2 and 3.
23. Delete the following Chapters in their entirety.
 - a. Chapter 11 – Energy Efficiency.
 - b. Chapter 25 – Plumbing Administration.
 - c. Chapter 26 – General Plumbing Requirements.
 - d. Chapter 27 – Plumbing Fixtures.
 - e. Chapter 28 – Water Heaters.
 - f. Chapter 29 – Water Supply and Distribution.
 - g. Chapter 30 – Sanitary Drainage.
 - h. Chapter 31 – Vents.
 - i. Chapter 32 – Traps.
 - j. Chapter 33 – Storm Drainage.
 - k. Chapter 34 – General Requirements.
 - l. Chapter 35 – Electrical Definitions.
 - m. Chapter 36 – Services.
 - n. Chapter 37 – Branch Circuit and Feeder Requirements.
 - o. Chapter 38 – Wiring Methods.

- p. Chapter 39 – Power and Lighting Distribution.
- q. Chapter 40 – Devices and Luminaires.
- r. Chapter 41 – Appliance Installation.
- s. Chapter 42 – Swimming pools.
- t. Chapter 43 – Class 2 Remote Control Signaling and Power-Limited Circuits.

24. Delete the following Appendices:

- a. Appendix A. Sizing and Capacities of Gas Piping.
- b. Appendix B. Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category I Appliances, and Appliances Listed for Use with Type B Vents.
- c. Appendix C. Exit Terminals of Mechanical Draft and Direct-Vent Venting Systems.
- d. Appendix D. Recommended Procedure for Safety Inspection of an Existing Appliance Installation.
- e. Appendix E. Manufactured Housing Used as Dwellings.
- f. Appendix F. Radon Control Methods.
- g. Appendix G. Piping Standards for Various Applications.
- h. Appendix H. Patio Covers.
- i. Appendix I. Private Sewage Disposal.
- j. Appendix L. Permit Fees.
- k. Appendix M. Home Day Care – R-3 Occupancy.
- l. Appendix N. Venting Methods.
- m. Appendix P. Sizing of Water Piping System.

C. Adoption of the International Existing Building Code 2015 with Amendments.
There is hereby adopted by the Town of Normal for the purpose of regulating and controlling the design, construction, quality of materials, erection, installation,

alteration, repair, location, relocation, replacement, addition to, use of and maintenance of existing buildings, a building code known as the International Existing Building Code, 2015 Edition, published by the International Code Council, as amended thereto with specific additions, deletions, insertions, modifications, and amendments, as set forth in this Chapter which said Code as so amended is hereinafter referred to as the “International Existing Building Code.” The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all matters pertaining to the design, construction, quality of materials, erection, installation, alteration, repair, replacement, addition to, use of or maintenance of existing buildings. Amendments to the International Existing Building Code. The International Existing Building Code, 2015, is amended as follows:

1. Insert the phrase “Town of Normal, Illinois” in all locations in the International Existing Building Code where parenthetical reference is made to the “name of jurisdiction”.
2. Delete Section 101.7 - Correction of Violations of Other Codes.
3. Delete Section 102.4, 102.4.1, and 102.4.2 and substitute the following:

The codes and standards referenced in this Code shall be considered part of the requirements of this Code to the prescribed extent of each such reference.

Where differences occur between provisions of this Code and other adopted codes and standards, the more restrictive provisions shall apply.

4. Delete Section 103 – Department of Building Safety and insert in lieu thereof the following:

Section 103.0 – Department of Building Safety

Section 103.1 – Building Inspection Department. The Building Inspection Department of the Town of Normal shall be the “Department of Building Safety” as that term is used in this Code.

Section 103.2 – Building Commissioner. The Building Commissioner of the Town of Normal shall be the “Code Official” as that term is used in this Code.

Section 103.3 – Restriction of Employees. The Building Official or employee connected with the Department of Building Inspection except one whose only connection is that of a member of the Board of Appeals established under the provisions of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in or directly or indirectly connected with the furnishing of labor, materials or

appliances for the preparation of plans or the specifications therefore, unless he is the owner of the building, nor shall such officer or employee engage in any work which conflicts with his official duties or with the interests of the Department.

5. Section 104.2.2. Replace the word “shall” with the word “may” in this Section and delete the exception.
6. Delete Sections 104.8 and 104.8.1.
7. Delete Section 105.1.1 and 105.1.2.
8. Add a new sentence at the beginning of Section 105.5 Expiration as follows:

Every permit issued shall expire and become invalid 180 days after issuance or a later date if a later date is indicated on the permit by the building official.

9. Add the following Section:

Section 105.8 - Permit - Demolition.

Before any permit required by this Division is issued granting authority to wreck a building or structure, the person engaged in the work of wrecking, hereafter the wrecking contractor, shall file with the Town Clerk, a Certificate of Liability Insurance from an insurance company authorized to do business in the State of Illinois. Said Certificate shall designate the specific job to be performed by said contractor and designate coverage provided by such policy as required below. Said Certificate shall name the Town as an additional insured. The policy shall:

- a. Insure both parties for single limit coverage for bodily injury and property damage for at least \$300,000.00 per occurrence and aggregate, and shall contain both general and automobile coverages; or
- b. Provide at least \$100,000.00 worth of coverage for bodily injury per individual and \$300,000.00 of bodily injury coverage per occurrence and \$100,000.00 of property damage coverage for both general and automobile coverages. A Certificate shall also be provided showing the wrecking contractor has adequate worker’s compensation insurance in accordance with the Workmen’s Compensation Act and the Workmen’s Occupational Disease Acts of Illinois, as amended. The foregoing insurance requirement may be waived at the discretion of the Code Official where:

- (1) The estimated cost of demolition of a structure including removal of the debris and clearing of the site is less than Five Hundred Dollars (\$500.00).
- (2) No extra hazardous conditions exist.
- (3) The demolition permit is being sought by the owner of the structure.

10. Add the following Section:

Section 105.9 – Moving Buildings.

- a. Permit Required. No person, firm, or corporation shall move any building along the public streets, alleys or other places within said Town unless he shall first obtain a license as a house mover under a penalty of not less than \$50.00 nor more than \$200.00 for each offense or be imprisoned for not to exceed six (6) months, or both such fine and such imprisonment. Each day that any such violation or failure continues shall be considered as a separate and distinct offense and shall be punishable as such.
- b. Bond. Any person may obtain a license as a house mover upon the payment of a license fee of \$25.00 per annum and the furnishing to the Town Clerk, a Certificate of Liability Insurance from an insurance company authorized to do business in the State of Illinois. Said Certificate shall designate the specific job to be performed by said mover and designate coverage provided by such policy as required below. Said Certificate shall name the Town as an additional insured. The policy shall:
 - (1) Insure both parties for single limit coverage for bodily injury and property damage for at least \$300,000.00 per occurrence and aggregate, and shall contain both general and automobile coverages; or
 - (2) Provide at least \$100,000.00 worth of coverage for bodily injury per individual and \$300,000.00 of bodily injury coverage per occurrence and \$100,000.00 of property damage coverage for both general and automobile coverages. A Certificate shall also be provided showing the mover has adequate Workmen’s Compensation Insurance in accordance with the Workmen’s Compensation Act and the Workmen’s Occupational Disease Acts of Illinois, as amended.
- c. Application and Permit Required. Prior to an issuance of a moving

permit, a “Building Moving Application” must be submitted to the Inspection Department for approval. The fee for a permit authorizing the moving of buildings shall be \$200.00 for a dwelling unit or other structure and a \$100.00 for a garage.

- d. Building Moved to Comply with Ordinances. No wooden building, within or not within the fire limits, shall be moved to any lot or part of lot within the fire limits and all buildings, when so moved, shall thereafter comply with the existing building regulations as set forth in various Ordinances of the Town.
- e. Lights and Warnings. Whenever a street or alley is blocked by a house or structure which is being moved, warnings to that effect shall be placed by the Police Department so as to warn vehicles and persons from entering that portion of the street so blocked. The person, firm or corporation moving any building through the streets shall keep warning signs and lanterns or lights on the building so as to guard against any person or vehicle from colliding with it.
- f. Cutting Wires. Whenever it shall be necessary to interfere with the wires or cables of a public utility in moving a building, the terms of any special or franchise Ordinance governing shall apply and the bond therein specified shall be given. If no specific terms are spelled out, approval shall first be obtained from the utility company involved and the costs or expenses involved shall be paid to such utility company.
- g. Fire Alarm Wires. When any moving building shall approach any fire alarm wire or pole which shall be endangered by the removal of such building or structure, it shall be the duty of the mover to notify the Chief of Police at least six (6) hours before reaching such wire or pole so that they may be removed or cared for by the Town authorities.
- h. Additional Restrictions. No buildings shall be moved upon or along any alley or other public thoroughfare without at least twenty-four (24) hours’ notice in writing to the Fire Chief of the Town and whenever possible, paved surfaces of streets, alleys or sidewalks shall be planked so as not to be damaged by such moving operation. No permit shall entitle the mover to cut or injure any tree unless special permission for same has been obtained from the Director of Public Works.

11. Add the following Section 105.10 - Additional Permit Requirements:

Section 105.10 - Miscellaneous Permit Requirements: No building permit

shall issue until the following conditions are met:

- a. Storm Water Storage. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until all applicable requirements are met as set forth in Chapter 7, Division 31 of the Municipal Code, Town of Normal, 1969, as amended.
- b. No person, firm, corporation or agency shall be issued a building permit under this Chapter unless and until a Bloomington-Normal Water Reclamation District connection permit has been obtained for the proposed construction. This subsection shall not apply to building permits issued solely for the alteration, repair, shoring, or maintenance of existing buildings or structures.
- c. No person, firm, corporation, agency, partnership or other entity shall undertake or cause to be undertaken any type of alteration to the exterior of any property designed a historical landmark by the Town of Normal or any property located within an area designated as a historical district by the Town of Normal without first submitting plans and obtaining from the Town a building permit for such alteration. As used herein, the term alteration means any type of modification or repair including but not limited to maintenance, shoring, repair work, alteration, additions, rejuvenations, rehabilitations, remodeling, or any other action which changes in any manner the existing physical appearance of such property, except for painting.

In addition to the general penalties set forth in this Chapter, any violation of the foregoing shall be subject to the following: (a) Equitable relief as provided by law; or (b) A fine in any amount no more than five hundred dollars (\$500.00) for each offense. A separate and distinct offense shall be regarded each day upon which said violation shall continue after knowledge or notification of the existence thereof to or by the violator.

12. Add at the end of Section 108.2 - Schedule of Permit Fees the following:

- a. General. The fee for a permit shall be based upon the reasonable cost of the improvements, including material and labor in accordance with the fee schedule of sub-section (b) of this Section. Estimated cost shall include all cost of labor and material given a fair market value. In the absence of a bona fide contract establishing the estimated costs, the values for arriving at the fee for a permit shall be established by the Code Official upon the basis of area and type of construction.

b. Fee Schedule. Fees shall be as set forth in Chapter 25 of the Municipal Code of the Town of Normal.

13. Section 108.4 – Work Commencing Before Permit Issuance. Delete the language of this section and substitute in lieu thereof the following:

If any person initiates construction without first taking out a permit, such person shall pay, in addition to the regular fees prescribed for permits, an additional amount equal to one hundred per cent (100%) of the fee required, and may be subject to all penalty provisions of this Chapter.

14. Add to the existing language of Section 110.3 – Temporary Occupancy, the following:

Temporary use or occupancy may be granted by the Code Official for a maximum duration of one (1) month from the date of issuance. Such occupancy may be further extended only by approval of the City Manager, subject to a favorable safety inspection by the Building Inspection Department.

15. Add to the existing language of Section 111.1 – Connection of Service Utilities the following:

No utility meters shall be placed on the street side(s) of any commercial or multiple-family building.

16. Delete the existing language of Section 112 – Board of Appeals and substitute therefore the following:

Section 112 –Board of Appeals. Decisions of the Building Official may be appealed to the Building Board of Appeals pursuant to SEC. 11.2-5 of the Municipal Code of the Town of Normal except no appeal may be filed after the Town has initiated legal or administrative proceedings seeking compliance with this Code or penalties for violation of this Code.

17. Delete Section 113.3 – Prosecution of Violation and substitute therefore the following:

In case of a violation of any provision of this Code, the Building Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

18. Delete the existing language of Section 113.4 – Violation Penalties, and insert in lieu thereof, the following:

Section 114.4 – Penalties. Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with, or resisting or opposing the investigation or enforcement of any of the provisions of this Chapter or any of the Codes as adopted and modified hereby may be subject to the penalties prescribed in SEC. 11.3-5 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended.

19. Section 115.4 - Method of Service. Add the following to the end of this Section.

Notice sent by regular First class mail to the last known address of the owner shall be deemed to proper service.

20. Section 116.5 - Emergency Repairs. Substitute the word “owner” for the word “jurisdiction” in the first sentence of this section.
21. Section 116.6 Hearing. Delete this Section.

D. Adoption of the International Fire Code, 2015 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules, standards, regulations and procedures for the location, construction, maintenance, alteration, use and occupancy of buildings, property and structures with regard to fire safety and the materials and equipment located within such buildings or structures and on property, a fire code known as the International Fire Code 2015 Edition published by the International Code Council as amended thereto with specific additions, deletions, insertions, modifications, and amendments, as set forth in this Chapter which said Code as so amended is hereinafter referred to as “IFC” The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by Paragraph C of this Section shall be controlling in regard to all buildings, materials, equipment, property and structures within the corporate limits of the Town. Nothing in the adoption of this International Fire Code is intended to abrogate or modify provisions of the Fire Prevention Code adopted at SEC. 6.4-1 of the Municipal Code of the Town of Normal. Whenever provisions of this International Fire Code conflict or are different from the Fire Prevention Code or any other Code adopted by the Town of Normal, the stricter Code Sections shall prevail. Amendments to the International Fire Code, The International Fire Code, 2015, is amended as follows:

1. Delete Chapter 1 except for Section 105 and substitute for the deleted Sections Chapter 1 of the International Building Code as adopted and amended by the Town of Normal at SEC. 11.4-1 of the Municipal Code of the Town of Normal as the administration chapter of this Fire Code. All

provisions of the International Fire Code shall be enforced in the manner provided in the International Building Code, including penalties for violation. Wherever in the International Fire Code reference is made to the “Fire Official” the term “Building Official” as used in the International Building Code shall be substituted.

2. Delete Appendix A – Board of Appeals, Appendix C – Fire Hydrant Locations and Distributions and Appendix D – Fire Apparatus Access Roads.
3. Adopt as part of the International Fire Code Appendix B – Fire-Flow Requirements for Buildings, Appendix E – Hazard Categories, Appendix F Hazard Ranking and Appendix G Cryogenic Fluids – Weight and Volume Equivalents.
4. Adopt as part of the International Fire Code, Chapter 99 of the National Fire Code, also known as NFPA 99, for the installation of all Medical Gas Systems.

E. Adoption of the International Mechanical Code, 2015 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules and regulations for the utilization of materials, construction, installation, alteration, maintenance and repair of all mechanical systems, heating systems, ventilating systems, cooling systems, steam and hot water heating system process piping, boiler and pressure vessels, appliances utilizing gas, liquid or solid fuels, chimneys and vents, mechanical refrigeration systems, fireplaces, barbecues, incinerators, crematories and other process matter or material regulated by or within the scope of the International Mechanical Code, 2015, placed in or utilized in connection with any building or structure within the Town of Normal, a certain Code known as the International Mechanical Code, published by the International Code Council, Inc., particularly the 2015 Edition thereof, with specific additions, deletions, insertions, modifications and amendments as set forth in this Chapter, which said Code as so amended is in this Chapter is referred to as the “International Mechanical Code.” The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all buildings and structures within the corporate limits of the Town. Amendments to the International Mechanical Code. The International Mechanical Code, 2015, is amended as follows:

1. Insert the phrase “Town of Normal, Illinois” in all locations in the International Mechanical Code, 2015, where parenthetical reference is made to the “name of jurisdiction”.
2. Delete Section 102.8 - Referenced Codes and Standards and substitute therefore the following:
The codes and standards referenced in this Code shall be considered part of

the requirements of this Code to the prescribed extent of each such reference. Where differences occur between the provisions of this Code and other adopted codes and standards, the more restrictive provisions shall apply.

3. Delete Sections 103.1 – 103.3 and substitute therefore the following:

Section 103.0 – Department of Building Inspection.

Section 103.1 – Building Inspection Department. The Building Inspection Department of the Town of Normal shall be the “Department of Mechanical Inspection” as that term is used in this Code.

Section 103.2 – Building Commissioner. The Building Commissioner of the Town of Normal shall be the “Code Official” as that term is used in this Code.

Section 103.3 – Restriction of Employees. The Code Official or employee connected with the Department of Building Inspection except one whose only connection is that of a member of the Board of Appeals established under the provisions of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in or directly or indirectly connected with the furnishing of labor, materials or appliances for the preparation of plans or the specifications therefore, unless he is the owner of the building, nor shall such officer or employee engage in any work which conflicts with his official duties or with the interests of the Department.

4. Section 104.7 – Department Records. Delete this Section.
5. Section 106.4.3 - Expiration. Add the following sentence to the beginning of this Section 106.4.3:

Every permit issued shall expire and become invalid 180 days after issuance or a later date if a later date is indicated on the permit by the building official.
6. Sections 106.1.1 and 106.1.2 Annual permits. Delete these sections.
7. Section 106.4.6 – Retention of Construction Documents. Delete this Section.
8. Section 106.4.7 – Previous Approvals. Delete this Section.
9. In Section 106.5.2 insert the following: “See SEC. 25.16 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended”.
10. Delete Section 106.5.3 - Fee Refunds.

11. Add Section 106.6.1 - License or Registration Required as follows:

SEC. 106.6.1 License or Registration Required. Except as specifically otherwise provided in this Chapter, it shall be unlawful for any person, firm or corporation to do or perform any installation, alteration, maintenance or repair of or to any mechanical system, heating system, ventilating system, cooling system, steam and hot water heating system process piping, boiler and pressure vessels, appliances utilizing gas, liquid or solid fuel, chimneys and vents, mechanical refrigeration systems, fireplaces, barbecues, incinerators, crematories, or other process, matter or material regulated by or within the scope of the International Mechanical Code, 2015, as adopted and modified hereby, without being appropriately licensed and/or registered under the provisions of this Chapter. Exceptions:

- a. Owner-Occupants. The owner-occupant of a one-family dwelling may, with the assistance of any member of his family, personally carry on in such house any work governed by this Chapter without a license or registration, provided that such owner shall obtain a permit for any such work and shall call for inspections as provided in this Chapter. Such owner-occupancy shall be retained for at least one year from the date of final inspection and approval of such work.
- b. Holders of Electrical Licenses and/or Registration. Persons, firms or corporations holding any validly issued Town of Normal electrical licenses or being appropriately registered under Chapter 11 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, may install totally electric, self-contained heating equipment not requiring the installation of any duct or pipe work.

12. Add Section 106.6.2 - Licensing Procedure as follows:

SEC. 106.6-2 – Licensing Procedure. The procedure for obtaining a Mechanical, Heating, Ventilating, Air Conditioning, or Refrigeration License shall be as follows:

- a. Applications for a Mechanical, Heating, Ventilating, Air Conditioning, and Refrigeration License shall be received by the HVAC Inspector on forms which may be obtained from him. The application shall state on it the name, address and place of business of the applicant.
- b. All applicants for Mechanical, Heating, Ventilating, Air Conditioning, and Refrigeration License shall be at least eighteen years of age and shall have had at least four years practical experience in the type of work authorized by the type of license sought, or shall have satisfactorily completed a course of study in the

subject for which the license is sought, given by a recognized school, and have had at least one year of practical experience in addition thereto.

- c. Each applicant for a license under this Division must pass the Standard Master Mechanical Exam established by the International Code Council.
- d. Each applicant must pay a \$50 application fee with the application for a license. If the applicant is successful, then the fee may be applied to the first year's license.
- e. No License or registration shall be required for the installation, maintenance, alteration, or repair of any solid fuel burning fireplace, room heater, or barbeque.

13. Add Section 106.6.3 - Reciprocity and Registration as follows:

SEC. 106.6.3 - Reciprocity and Registration. Any person, firm or corporation who is registered or licensed for the current year in any city, village or town in the State of Illinois where the requirements of registration or licensing on the date of such registration or licensing were substantially equal to or greater than the requirements provided in this Chapter, and if such city, village or town extends a similar privilege to persons licensed under this Chapter, shall not be required to take the examination or pay the license fee as provided in this Chapter, in order to engage in the type of mechanical, heating, ventilating, air conditioning or refrigeration work authorized by the individual's license, but prior to commencing any work, shall file a copy of his registration or license with the HVAC Inspector of the Town and pay an annual \$50 registration fee.

14. Add Section 106.6.4 - Non-transferability as follows:

SEC.106.6.4 Non-Transferability. No license issued under this Division or registration hereunder shall be loaned, rented, assigned or transferred.

15. Add Section 106.6.5 - Renewal and Reinstatement as follows:

SEC.106.6.5 – Renewal and Reinstatement. Any person, firm or corporation receiving a Heating, Ventilating, Air Conditioning or Refrigeration License, as provided for in this Chapter, has the right, without further examination, to have that license renewed annually upon payment to the Town Treasurer of a license fee and the execution or renewal of the bond required by this Chapter. All licenses shall expire on the 31st day of December of each year. Any license forfeited for non-payment of a renewal fee may be reinstated upon the payment of the annual renewal fee without re-examination,

provided however, after the same has been delinquent for a period of one year, then the same shall be null and void and may not be renewed or reinstated.

16. Add Section 106.6.6 - Revocation of Rights and Privileges as follows:

SEC. 106.6.6 – Revocation of Rights and Privileges. Any licensee or person registered in the Town of Normal under this Chapter may have his license or registration revoked by the Building Board of Appeals for cause, after notice and an opportunity to be heard in his own defense. Cause for revocation of a license or registration shall include, but shall not be limited to:

- a. Refusal or failure to make any necessary corrections to mechanical, heating, ventilating, air conditioning or refrigeration work within a reasonable time after notification of the defects therein.
- b. Failure to obtain permits required by this Chapter.
- c. Transfer of permits.
- d. Failure to call for required inspections.
- e. Unwillingness or inability to install mechanical, heating, ventilating, air conditioning or refrigeration work in accordance with the terms and provisions of this Chapter.
- f. Performing work not authorized by the Class of license held.
- g. Violation of any provision of this Chapter.

17. Section 108.1 – Unlawful Acts. Add the following at the end of Section 108.1:

It shall be unlawful for any property owner to have on his or her property any equipment which is in violation of any provision of this Code or to allow any person, firm or corporation to erect, construct, alter, repair, remove, demolish or utilize a mechanical system in violation of this code.

18. Section 108.2 – Notice of Violation. Substitute the word “may” for the word “shall” in this Section. Add the following at the end of this Section:

In addition Notice may be provided to the owner of any property upon which a violation occurs. The owner of any property shall be responsible that all mechanical systems on the property are in compliance with this Code.

19. Section 108.3 – Prosecution of Violation. Delete this Section and substitute therefore the following:

In case of a violation of any provision of this Code, the Code Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

20. Delete Section 108.4 - Violation Penalties and insert in lieu thereof the following:

Violation penalties. Persons who violate any provision of this Code shall be subject to a penalty as set forth in SEC. 11.3-5 of the Code.

21. In Section 108.5 - Stop work orders, delete everything after the word "fine" and insert in lieu thereof the following: "as set forth in SEC. 11.3-5 of this Code."
22. Delete Section 109 - Means of Appeal and all sub-paragraphs; insert in lieu thereof the following: "See Division 2 of Chapter 11 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended."
23. Delete Appendix B - Recommended Fee Schedules.

- F. Adoption of the International Fuel Gas Code, 2015 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules and regulations for the design, installation, alteration, maintenance and repair of all fuel gas piping systems, fuel gas utilization equipment and related accessories within the scope of the International Fuel Gas Code, 2015 placed in or utilized in connection with any building or structure within the Town of Normal, a certain Code known as the International Fuel Gas Code, 2015, of the International Code Council, Inc., with specific additions, deletions, insertions, modifications and amendments as so amended is in this Chapter referred to as the International Fuel Gas Code. The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all buildings and structures within the corporate limits of the Town Amendments to the International Fuel Gas Code, The International Fuel Gas Code, 2015, is amended as follows:

1. Insert the phrase "Town of Normal, Illinois" in all locations in the International Fuel Gas Code, 2015, where parenthetical reference is made to the "name of jurisdiction."
2. Delete Section 102.8 – Referenced Codes and Standards and substitute therefore the following:

The codes and standards referenced in this Code shall be considered part of the requirements of this Code to the prescribed extent of each such reference.

Where differences occur between provisions of this Code and other adopted codes and standards, the more restrictive provisions shall apply.

3. Delete Section 103 and substitute therefore the following:

Section 103.0 – Department of Building Inspections.

Section 103.1 – Building Inspection Department. The Building Inspection Department of the Town of Normal shall be the “Department of Inspection” as the term is used in this Code.

Section 103.2 – Building Commissioner. The Building Commissioner of the Town of Normal shall be the “Code Official” as that term is used in this Code.

Section 103.3 – Restriction of Employees. The Code Official or employee connected with the Department of Building Inspection except one whose only connection is that of a member of the Board of Appeals established under the provisions of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in or directly or indirectly connected with the furnishing of labor, materials or appliances for the preparation of plans or the specifications therefore, unless he is the owner of the building, nor shall such officer or employee engage in any work with conflicts with his official duties or with the interests of the Department.

4. Sections 106.1.1 and 106.1.2 - Annual permits. Delete these sections.
5. Section 106.5.3 - Expiration. Add the following sentence at the beginning of this Section:

Every permit issued shall expire and become invalid 180 days after the issuance or a later date if a later date is indicated on the permit by the Code official.
6. Section 106.5.6 – Retention of Construction Documents. Delete this Section.
7. Section 106.5.7 – Previous Approvals. Delete this Section.
8. Section 106.6.2 - Fee Schedule. Insert “See Section 25.16 of the Municipal Code of the Town of Normal.”
9. Delete Section 106.6.3 - Fee Refunds.

10. Section 108.1 - Unlawful Acts. Add the following sentence at the end of this Section:

It shall be unlawful for the owner of any property to allow or permit any erection, construction, alteration, repair, removal, demolition or utilization of any equipment or piping in violation of any provision of this Code.

11. Section 108.2 - Notice of Violation. Substitute the word “may” for the word “shall” in this section.

12. Section 108.3 - Prosecution of Violation. Delete this section and insert in lieu thereof the following:

In case of a violation of any provision of this Code, the Building Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town’s Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

13. Section 108.4 - Violation Penalties. Delete this Section and substitute therefore the following:

Section 108.4 - Violation Penalties – Any person, firm or corporation violating any provision of this Code shall be subject to the penalty provisions provided in SEC. 11.3-5 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended.

14. Section 108.5 - Stop Work Orders. Delete the phrase “of not less than (amount) or more than (amount) dollars” and substitute therefore the following phrase “as set forth in SEC. 11.3-5 of the Municipal Code of the Town of Normal.”

15. Delete Section 109 - Means of Appeal and substitute therefore, the following:

Section 109 - Board of Appeals – All persons shall have the right to appeal any decision of the Code Official to the Building Board of Appeals of the Town of Normal in the manner provided by the Municipal Code of the Town of Normal, Illinois, 1969, as amended.

- G. Adoption of the International Energy Conservation Code, 2015 with Amendments.
(Entire SEC 11.4-1 G deleted 08/05/19 by Ord. No. 5790 Effective August 15, 2019)

H. Adoption of the International Property Maintenance Code, 2015. There is hereby adopted by the Town of Normal for the purpose of ensuring the public health, safety and welfare insofar as they are effected by the continued occupancy and maintenance of structures and premises in the Town of Normal, and to prevent blight and deterioration of neighborhoods, a property maintenance code known as the International Property Maintenance Code, 2015, published by the International Code Council, Inc. with specific additions, deletions, insertions, modifications and amendments as set forth in this Chapter. The provisions of said International Property Maintenance Code, 2015 Edition, are hereby adopted and incorporated as fully as if set out at length, and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all premises, buildings and structures within the corporate limits of the Town. Amendments to the International Property Maintenance Code, The International Property Maintenance Code, 2015, is amended as follows:

1. Insert the phrase “Town of Normal, Illinois” in all locations in the International Property Maintenance Code where parenthetical reference is made to the “name of jurisdiction”.
2. Section 101.3 - Delete the second sentence and substitute therefore the following:

An additional purpose of this Code is to prevent blight and deterioration of neighborhoods. Existing structures and premises that do not comply with these provisions and which do not meet a minimum level of health and safety shall be altered or repaired to provide a minimum level of health and safety as required herein.

3. Section 102.1 – Delete the second sentence.
4. Section 102.2 – Delete the last sentence and substitute therefore the following:

The owner and the owner’s designated agent shall be jointly and severally responsible for the maintenance of buildings and structures and premises.

5. Section 102.3 – Delete this section in its entirety and substitute therefore the following:

Repairs, additions, or alterations to a structure, or changes of occupancy shall be done in accordance with the procedures and provisions of the appropriate zoning, building, mechanical, and other Codes of the Town of Normal. Nothing in this Code shall be construed to cancel, modify or set aside any provision of the zoning, building, mechanical, or other Code of the Town of Normal.

6. Section 102.6 – Delete this section and substitute therefore the following:

The provisions of this Code shall not be mandatory for structures designated by the state or the Town of Normal as historic buildings when such buildings or structures are judged by the Code Official to be safe and in the public interest of health, safety, and welfare.

7. Delete Sections 102.7, 102.7.1, and 102.7.2 and substitute therefore the following:

The codes and standards referenced in this Code shall be those that are listed in this Chapter and considered part of the requirement of this Code to the prescribed extent of each such reference. Where differences occur between provisions of this Code and the referenced standards, the more restrictive provisions shall apply.

8. Section 103 – Delete the entirety of Section 103 - Department of Property Maintenance Inspection and insert in lieu therefore the following:

Section 103 – Building Inspection Department.

Section 103.1 - The Building Inspection Department of the Town of Normal shall be the “Department of Property Maintenance Inspection” as that term is used in this Code.”

Section 103.2 - The Building Commissioner of the Town of Normal shall be the “Code Official” as that term is used in this Code.

Section 103.3 - Restriction of Employees. The Code Official or employee connected with the enforcement of this Code, except one whose only connection is that of a member of the Building Board of Appeals established under the provisions of SEC. 11.2-1 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, shall not be engaged in, or directly or indirectly connected with, the furnishing of labor, materials or appliances for the construction, alteration or maintenance of a building, or the preparation of construction documents thereof, unless that person is the owner of the building; nor shall such officer or employee engage in any work that conflicts with official duties or with interests of the department.

9. Section 104.3 - Right of Entry. Delete this entire Section and substitute therefore the following: The Code Official or his designee is authorized to enter the structure or premises to inspect, subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Code Official is authorized to seek a search warrant as authorized by law.

10. Section 106.2 – Notice of Violation. Add the following sentence:

However, the failure to serve a notice shall not prevent the prosecution of legal actions, including administrative adjudication procedures, seeking fines and compliance with this Code.

11. Section 106.3 – Prosecution of Violation. Delete the existing language and substitute therefore the following:

In case of a violation of any provision of this Code, the Code Official may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. Any violation of any provision of this Code shall be deemed a strict liability offense. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.

12. Section 106.4 – Violation Penalties. Delete the existing language and substitute therefore the following:

Any person who shall violate any of the provisions of this Code, upon being found guilty, shall be subject to a fine of not less than \$25.00 nor more than \$200.00 for each violation. Each day upon which a violation occurs or remains shall be considered a separate and distinct offense and shall be punishable as such.

13. Section 107.1 – Notice to Person Responsible. Delete this section and substitute therefore the following:

Notice to Owner, Agent or Other Responsible Person. Whenever the Code Official determines that there has been a violation of this Code or has grounds to believe that a violation has occurred, notice may be given in the manner prescribed in Sections 107.2 and 107.3 to the owner, agent or person responsible for the maintenance of the property as specified in this Code. Notices for condemnation procedures shall also comply with Section 108.3.

14. Section 107.2 - Form. Delete this Section and substitute therefore the following:

Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

- a. Be in writing.

- b. Include a description of the real estate sufficient for identification.
- c. Include a statement of the violation or violations and why the notice is being issued.
- d. May include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this Code.
- e. Inform the property owner, agent or other person responsible of the right to appeal.
- f. Include a statement of the right to file a lien in accordance with Section 106.3.

15. Section 107.3 - Method of Service.

Add the following language before the semi-colon in Section 107.3(2):

“or the address listed in the Normal Tax Assessor’s Office for receipt of the property tax bill for the property”

16. Section 108.1 – General. Delete this section and substitute therefore:

When a structure, property, or equipment is found by the Code Official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such a structure may be condemned pursuant to the provisions of this Code.

17. Section 108.1.1 – Delete this section and substitute therefore:

Unsafe property or structures. An unsafe property or an unsafe structure is one that has any condition that is found to be an imminent danger to the life, health, or safety of the occupants or the public. A structure is to be deemed unsafe if the structure does not contain minimum safeguards to protect from fire and to warn occupants in the event of fire.

A structure is to be deemed unsafe if it contains unsafe equipment.

A structure or property shall be deemed unsafe if it has holes in the floors or ground such that a person could fall through the floor or into the hole, except for excavation, which is lawfully fenced.

A structure or property shall be deemed unsafe if it is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation that partial or complete collapse is possible.

18. Section 108.1.3 – Structure Unfit for Human Occupancy. Delete word “unlawful” from this Section.

19. Section 108.2 – Closing of Vacant Structures.

Delete the language of Section 108.2 and substitute therefore:

Vacant structures shall be registered and rehabilitated or demolished as set forth in SEC.11.7 of the Municipal Code of the Town of Normal, 1969 as amended.

20. Section 108.2.1 – Authority to Disconnect Utilities. Delete the existing language and substitute the following therefore: The Code Official or his designee shall have the authority to authorize the disconnection of utility service to the building, structure, or system in case of emergency where necessary to eliminate an immediate hazard to life or property.

21. Section 108.3 – Notice. Delete this section and substitute therefore:

Whenever the code official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place on or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in the Section 107.2.

22. Section 108.7 – Record. Delete this Section in its entirety.

23. Section 109.5 – Costs of Emergency Repairs. In the first sentence delete the word “jurisdiction” and substitute therefore the word “owner.”

24. Section 110.1 – General. Delete this Section and substitute therefore the following:

The Code Official may order the owner of any premises upon which is located any structure, which is so dilapidated or out of repair as to be dangerous, unsafe, or otherwise unfit for human habitation or occupancy, to demolish and remove such structure, or, if such structure is capable of being made safe by repairs, to repair and make safe at the owner’s option. The Code Official may also order the demolition and removal or completion of any structure under construction (including repairs) for which there has been a cessation of construction for more than six months, or for which a construction permit has been expired for more than six months.

25. Section 111

Delete the existing language of Section 111 and substitute in lieu therefore the following:

Section 111- All persons shall have the right to appeal any decision of the Code Official to the Building Board of Appeals of the Town of Normal in the manner provided by SEC. 11.2-5 of the Municipal Code of the Town of Normal, Illinois, 1969, as amended, however if the Town of Normal has instituted legal or administrative proceedings against any person, the Building Board of Appeals shall not have jurisdiction unless specifically authorized by the court or Administrative Hearing Officer.

26. Section 112.4 – Failure to Comply. Delete all of the language after the word “liable” and substitute therefore the following: “for a fine as set forth in this Code. Additionally, the Code Official may seek immediate injunctive action to prevent further violation of the stop work order. Each day upon which a violation occurs is a separate offense.”

27. Section 201.3 – Terms Defined in Other Codes. Delete this Section.

28. Section 202 - General Definitions.

Delete the definitions of “Code Official”, Cost of Such Demolition or Emergency Repairs”, “dwelling unit”, “historic building” “inoperable vehicle,” “public way,” “rooming house”, “rooming unit” and “yard”.

Insert the following definitions in the appropriate alphabetical place:

Bed and Breakfast Establishments. An operator-occupied residence of historical significance providing public accommodations for a charge only breakfast may be provided to the guest. Bed and Breakfast establishments shall not include motels, hotel, boarding rooms, boarding houses, rooming housing or food service establishments.

Code Official. The Code Official is the Building Commissioner of the Town of Normal, or any duly authorized representative of the Building Commissioner.

Deadbolt lock. Deadbolt lock shall mean a single cylinder deadbolt that is locked or unlocked by key from the outside and thumb turn on the inside. The deadbolt automatically deadlocks when it is fully extended. The deadbolt shall contain case hardened steel material. Deadbolt locks shall meet the following specification:

- a. Throw. Minimum throw of one (1) inch which penetrates the strike

not less than three fourths (3/4) inch.

- b. Cylinders. The solid brass cylinder must have a minimum of five (5) pin tumblers. The solid brass cylinder guard shall be designated or protected so that it cannot be gripped by pliers or other wrenching devices.
- c. Back-set. The back-set must be a minimum of two and three-eighths (2 3/8) inches for a wood door and a minimum of two and three-fourths (2 3/4) inches for a metal door.
- d. Striker Plate. Steel striker plates shall be located at the point where the required lock engages the jamb and shall be secured with hardened steel screws of sufficient length to screw one (1) inch into the two by four (2X4) in the door frame.

Domestic Utility Trailer. A single-axle trailer used for domestic or recreational purposes only and not exceeding any of the following dimensions: six (6) feet in width; twelve (12) feet in length or eight (8) feet in height. No domestic utility trailer may be used for business or commercial purposes.

Dormitory. A space in a building where group sleeping accommodations are provided in one room, or in a series of closely associated rooms, for persons not members of the same family.

Duplex. A Duplex is a two-family dwelling.

Dwelling Unit. A dwelling unit is one or more rooms arranged or designed for the use of one group living together as a single housekeeping unit.

Dwelling, Multiple Family. A multiple-family dwelling is a building containing three (3) or more dwelling units.

Dwelling, One Family. A one family dwelling is a building containing one (1) dwelling only.

Dwelling, Two Family. A two family dwelling is a building containing two (2) dwelling units only.

Efficiency Unit. An efficiency unit is a dwelling unit consisting of one principal room with bathroom, kitchen, hallway, closets or dining alcove off the principal room.

Fire Equipment Distributor. A person or entity licensed as a Fire Equipment Distributor by the State of Illinois pursuant to 225 ILCS 216/1 et seq.

Inoperable vehicle. Inoperable vehicle shall mean any vehicle which is incapable of being operated on a public highway or which has not operated on the highway for a period of eight (8) weeks whether the vehicle is operable or not.

Kitchen. A kitchen is any space used for the storage and preparation of foods.

Major Recreational Equipment. Major recreational equipment means travel trailers (a vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational or vacation uses, or one permanently identified as a Travel Trailer by the manufacturer of the trailer); Pick-up Coaches (a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation); Motorhomes (a portable, temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle); Camping trailers (a canvas, material or metal folding structure, mounted on wheels designed for travel, recreation and vacation use); boats; snowmobiles; jet skis; all-terrain vehicles (ATV); dirt bikes; golf carts; and trailers holding boats, snowmobiles, jet skis, all-terrain vehicles (ATV), dirt bikes or golf carts.

Noxious Weeds. Noxious weeds means any plant now or hereafter listed by the State of Illinois as a noxious weed pursuant to the Illinois Noxious Weed Act, 505 ILCS 100/1 et seq., any plant now or hereafter listed as an exotic weed by the Illinois Exotic Weed Act, 525 ILCS 10/1 et seq., dandelions, poison ivy (*Toxicodendron Radicans*), Poison Oak (*Toxicodendron Quericifolium*) and Poison Sumac (*Toxicodendron Vernix*).

Person. Person means any natural person, partnership, corporation, trust or other legal entity.

Private Alarm Contractor. A person licensed by the State of Illinois as a Private Alarm Contractor pursuant to 225 ILCS 446/1 et seq.

Rodent. A rodent means a rat or a mouse.

Rooming house. A rooming house is a residential building containing one (1) or more rooming units.

Rooming unit. A rooming unit is any room or group of rooms forming a single unit used or intended to be used for living and sleeping, but not for cooking.

Turf grass. Turf grass means any grass except grasses being grown for food or agricultural purposes and ornamental grasses which are intentionally and

sporadically planted as part of a landscape design.

Unlicensed vehicle. An unlicensed vehicle is any vehicle which does not display a valid license plate or license applied for sticker.

Yard. A yard is any area on a lot that does not contain a structure, driveway, or permitted hard-surfaced parking area.

29. Section 301.2 – Responsibility. Insert the words “including the interior of the structure” after the word “structures’ in the first sentence. Insert the words “exclusively” after the word “they” in the third sentence.

30. Section 301.3 - Vacant structures and Land. Add the following line:

Additionally, vacant structures must comply with Division 3 of Chapter 11 of the Municipal Code of the Town of Normal, 1969, as amended, Vacant Buildings.

31. Section 302.1 - Sanitation.

Delete the second sentence and substitute therefore:

"No well, cistern, excavation or other depression shall exist in a dangerous or unprotected condition."

32. Section 302.2 – Grading and Drainage. Add at the end of this section:

No fill excavation dirt, or concrete chunks should be mounded above the natural terrain. SEC. 21.3.9 of the Municipal Code of the Town of Normal must be complied with in regard to standing water.

33. Section 302.4 - Weeds.

Delete the language of this Section and substitute therefore the following:

Section 302.4 - Vegetation.

- a. All premises and exterior property shall be maintained free from noxious weeds or turf grass, which exceed 8 inches in height.
- b. All areas not containing a structure, paved pathway, driveway, or permitted hard surfaced parking area must be covered with vegetation such as grass, shrubs, trees or gardens. Where the vegetation has died, the area must be re-planted.
- c. All dead trees, tree limbs and shrubs shall be removed.

- d. All bushes and trees must be trimmed to allow for free passage along sidewalks and streets, and to allow for adequate line of sight for vehicular and pedestrian traffic along streets and sidewalks.
- e. Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice violation, the Town of Normal shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property and such costs may become a lien on the property.

34. Section 302.7 - Accessory Structures.

Add the word "sheds" after the word garages.

35. Section 302.8 - Motor Vehicles. Delete the entire Section and substitute therefore:

No unlicensed or inoperable motor vehicle shall remain on a premises unless such vehicle is in an enclosed building, or unless said premises has as its principal use the maintenance, repair, sale, storage or manufacture of vehicles. Motor vehicles may not be parked other than on a permitted hard-surfaced area except major recreational equipment and domestic utility trailers as provided by SEC. 15.7-2(B) of the Municipal Code of the Town of Normal, 1969, as amended. In areas where repeated violations of this section occur, the Code Official can require a property owner to install curbs, fences, posts or other devices intended to prevent violations of this section. No truck with more than two axles or any vehicle with a height in excess of 8 feet or a gross weight of more than 10,000 pounds, or any trailer, except for major recreational equipment or domestic utility trailers, shall be parked on any premises outside of a building which are zoned for residential purposes except when such vehicle is being used for delivery purposes, or when a construction permit has been issued for the property and the truck or trailer is reasonably necessary for the completion of the construction, or as otherwise provided by law. No owner of property or person responsible for the maintenance of property shall permit a violation of this Section to occur on their property.

36. Section 302.9 - Defacement of Property.

Delete this Section.

37. Section 304.1.1 – Add at the end: The foregoing list shall not be considered an exhaustive list of unsafe conditions, but shall be considered as examples of unsafe conditions. Any condition which causes a structure to be unsafe so as to create a danger to the occupants or the public may be declared an

unsafe condition requiring repair, removal, replacement, or closure.

38. Section 304.2 - Add the following language at the end of this Section:

All exterior surfaces including windows and doors shall be maintained in good, clean and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected. Exterior painted surfaces of dwelling and child and day care facilities, including fences and accessory structures, which contain lead levels equal to or greater than 1.0 milligram per square centimeter or an excess of 0.50 percent lead by weight shall be maintained in a condition free from peeling, chipping and flaking paint.

39. Section 304.5 - Foundation walls. Add the words "and water" after the word "pests".

40. Section 304.7 - Roofs and Drainage. Delete the entire section and substitute therefor the following:

The roof and flashing shall be sound, tight and not have defects that admit rain. The roof shall not have curled or missing shingles or tiles. Only approved roofing materials may be used for repairs. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure, and the exterior of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a private or public nuisance or the accumulation of standing water, either on the property or other property. Gutters and downspouts shall be required on all buildings originally designed to have gutters and downspouts.

41. Section 304.13 – Window, Skylight and Door Frames. Add the following:

Boarding Up. No window, door or other opening shall be boarded up or otherwise secured by any means other than conventional methods used in the design of the building or otherwise permitted for new construction of similar type for a period in excess of thirty (30) days unless authorized pursuant to a vacant building plan.

42. Section 304.14 - Insect Screens.

Insert the dates "April 15" and "October 15" as the beginning and ending dates for the requirement of insect screens.

43. Section 305.1.1 –Add at the end: The foregoing list shall not be considered an exhaustive list of unsafe conditions, but shall be considered as examples of unsafe conditions. Any condition which causes a structure to be unsafe

so as to create a danger to the occupants or the public may be declared an unsafe condition requiring repair, removal, replacement, or closure.

44. Section 305.3 - Interior Surfaces.

Delete this section and substitute in lieu therefore the following:

Section 305.3 - Interior Surfaces. All interior surfaces including windows and doors shall be maintained in good, clean and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected. Interior painted surfaces of dwelling and child and day care facilities, which contain lead levels equal to or greater than 1.0 milligram per square centimeter or an excess of 0.50 percent lead by weight shall be maintained in a condition free from peeling, chipping and flaking paint. No interior surface shall have an excess accumulation of mold or mildew. All worn, frayed or un-cleanable carpet or vinyl shall be replaced.

45. Section 307.1 - Handrails and Guardrails. Delete the number 30 wherever it appears in this Section and substitute therefore the number 36.

46. Section 308.1.1 – Outdoor Storage of Indoor Upholstered Furniture.

Add the following:

Section 308.1.1 – Outdoor Storage of Indoor Upholstered Furniture. No person shall place, use, keep, store or maintain outdoors any indoor upholstered furniture not manufactured for outdoor use, including, but not limited to, upholstered chairs and couches, except when said indoor upholstered furniture is placed at the curb on the customary collection day for it to be removed as part of bulky waste removal or when said indoor upholstered furniture is placed outdoors as part of a garage sale allowed under SEC. 15.4-4(D) of the Code. No real property owner or real property manager or other person in control of such real property shall permit indoor upholstered furniture to remain on such real property after it has been placed there in violation of this Section. As used herein indoor upholstered furniture means any furniture constructed with stuffing or cushions or springs, not intended for outdoor use. As used herein outdoors means any place visible from a public place and exposed to precipitation, including but not limited to yards, rooftops, and unenclosed porches, decks, patios, and balconies. As used herein “unenclosed” means an area not totally surrounded with a combination of walls, windows, doors, floor and roof

47. Section 308.2.1 - Rubbish Storage Facilities.

Add the phrase “of adequate size and number” before the word “and”.

48. Section 308.3.1 - Garbage Facilities. Delete this Section and substitute therefore:

The owner of every dwelling unit shall supply approved leak-proof, covered outside garbage containers of sufficient size to accommodate all garbage generated by the dwelling unit(s).

49. Section 309.2 – Owner. Delete the phrase “within the structure prior to renting or leasing the structure.”
50. Section 309.3 – Single Occupant. Delete this Section.
51. Section 309.4 – Multiple Occupancy. Delete this Section.
52. Section 309.5 – Occupant. Delete this Section.
53. Section 401.1 – Add the following to the end of this Section:

Nothing in this Code shall abridge the requirements of the Mechanical Code of the Municipal Code of the Town of Normal, 1969, as amended. In places where this Code and the Mechanical Code conflict, the stricter restriction shall control.

54. Section 402.1 Habitable Spaces - Add the following to the end of this Section:
- a. Bedrooms which are below grade which existed prior to the adoption of this Code shall cease their use as bedrooms effective August 1, 2005, unless those rooms can meet the following standards:
- (1) Stair and hallway geometry. All stairs leading to such bedrooms must have a riser height of no more than 8.25 inches, a tread depth of no less than 9 inches, a tread width of no less than 32 inches and a headroom clearance of no less than 76 inches. Hallways and doors serving bedrooms must be at least 32 inches wide.
 - (2) Ceiling height. The ceiling height in the bedroom and all hallways and doors serving bedrooms shall be a minimum of 80 inches high. Projections from the ceiling into the room, such as beams and ducts, may not intrude so that the remaining height is below 76 inches. Projections into the room may not constitute more than 25% of the overall ceiling area.
 - (3) Egress windows and doors. Except as set forth in Subsection

(1) of this Section, egress must be provided as set forth in Section R310 and R311 of the 2009 Edition of the International Residential Code adopted at SEC. 11.4-4 of the Municipal Code of the Town of Normal.

(4) Smoke alarms. Smoke alarms must be provided as set forth in the International Residential Code adopted at SEC. 11.4-4 of the Municipal Code of the Town of Normal.

55. Section 403.3 – Cooking Facilities. Delete the second exception.

56. Section 404.1 - Privacy.

Add at the end of this Section the following language:

No dwelling unit shall be constructed so that access to the street or additional facilities such as laundry rooms or heating facilities requires a person to pass through any other dwelling unit or commercial unit.

57. Section 404.5 – Overcrowding. Add the phrase at the end of the first sentence “or as permitted by the Zoning Code, Chapter 15 of the Municipal Code of the Town of Normal, 1969, as amended.”

58. Section 404.6 - Efficiency Unit. Delete the language “Nothing in this Section shall prohibit an efficiency living unit from meeting the following requirements:” and substitute therefore “All efficiency units must meet the following requirements:”

59. Section 404.6(1) - Add the following sentence at the end of part (1).

These required areas shall also be exclusive of any dining alcove in excess of 125 square feet.

60. Section 404.7 - Food Preparation.

Add the following at the end of the Section: In dwelling units all kitchens shall include a refrigerator to be used for the storage of food, a stove for the preparation of cooked foods and a sink and faucet connected to both hot and cold water supplies. Any appliance supplied by the owner shall be in good and safe working order and in a condition in which they may be kept clean and sanitary. No more than one kitchen per dwelling unit shall be permitted.

61. Section 501.1 – Add the following to the end of this Section:

Nothing in this Code shall abridge the requirements of the Plumbing Code, of the Municipal Code of the Town of Normal, 1969, as amended. In places

where this Code and the Plumbing Code conflict, the stricter restriction shall control.

62. Section 502.5 – Public Toilet Facilities. Delete the word “International.”

63. Section 503.4 – Floor Surface. Add at the end of this Section the following:

In dwelling units, the floor must be maintained in a clean and sanitary condition.

64. Section 504.3 – Delete Section 504.3.

65. Section 505.1 – General. Omit word “International.”

66. Section 507.1 – Storm Drainage.

Delete the words “a public nuisance” and substitute therefor “a private or public nuisance. The accumulation of standing water, either on the property or other property, is prohibited. Gutters and downspouts shall be required and shall be in good repair.”

67. Section 601.1 – General.

Add the following to the end of this Section:

Nothing in this Code shall abridge the requirements of the Mechanical or the Electrical Code of the Town of Normal. In places where this Code and the Mechanical or Electrical Code conflict, the stricter restriction shall control.

68. Section 602.2 - Residential Occupancies.

Delete the exception and the phrase “based on the winter outdoor design temperature for the locality indicated in Appendix D of the plumbing code” and substitute therefore “when the outdoor temperature is minus ten degrees Fahrenheit (-10° F). Portable heating equipment shall not be considered as heating facilities”.

69. Section 602.3 – Heat Supply.

Insert October 1 and May 1 for the starting and ending dates of the heating season.

Delete the exception and add the following at the end of the sentence: “when the outdoor temperature is above minus ten degrees Fahrenheit (-10°F). When the outdoor temperature is below minus ten degrees Fahrenheit (-10° F), the heating system must be operating at full capacity”.

70. Section 602.4

Insert October 1 and May 1 for the starting and ending dates of the heating season.

71. Section 606 – Elevators, Escalators, and Dumbwaiters. Delete Section 606.72. Section 701.1 - Add the following to the end of this Section:

Nothing in this Code shall abridge the requirements of the Fire Code, Chapter 6, Division 4 of the Municipal Code of the Town of Normal, 1969, as amended, or any other Code of the Town of Normal. In places where this Code and any other Code conflict, the stricter restriction shall control.

73. Section 702.1 - Omit the second sentence and substitute therefore the following: No egress door shall be blocked by any chair, table, or other object at any time.74. Section 702.2 - Omit this Section and substitute therefore the following:

Arrangements of chairs or tables and chairs shall provide for ready access by aisle accessways and aisles to each egress door. The clear width of aisles shall not be blocked by chairs, tables or other objects.

75. Section 702.3 - Locked Doors. Add the following after the word “Code”:
“and is approved by the Code Official for security purposes.”76. Add Section 702.5 – Arrangements as follows:

Arrangements. Exits from dwelling units, rooming units, guest rooms, or dormitory units shall not lead through other such units or through toilet rooms or bathrooms.

77. Add Section 702.6 - Exit Signs as follows:

Exit Signs. All means of egress shall be indicated with approved exit signs as required by the Building Code. All exit signs shall be maintained visible and illuminated at all times that the building is occupied.

78. Add Section 702.7 - Stairway Identifiable.

Stairway identifiable. A sign shall be provided at each floor landing in all interior stairways more than three stories above grade, designating the floor level above the floor of exit discharge.

79. Add Section 702.8 - Emergency escape.

Emergency escape. Every sleeping room located below the third story in residential occupancies shall have at least one operable window or exterior door approved for emergency egress or rescue, or shall have access to not less than two approved independent exits, except for buildings equipped throughout with an automatic fire suppression system.

80. Section 703.1- Fire Resistance-Rated Assemblies. Add the word “ceilings,” after the word “walls.”
81. Section 703.2 - Opening Protectives. Add the following sentence at the end:

Fire doors shall not be held open by door stops, wedges or other unapproved hold-open devices.
82. Section 704.1- General. Delete this Section and substitute therefor the following:

Systems, devices, and equipment to detect carbon monoxide, smoke, or fire, to actuate an alarm, or to control or suppress a fire, or any combination thereof shall be maintained in an operable condition at all times.
83. Section 704.1.2 - Fire Department Connection. Delete this Section.
84. Section 704.2 - Single and Multiple Station Smoke Alarms. Delete this Section and substitute therefor the following:

Approved smoke alarms shall be installed and maintained in all structures except sheds with no electrical service and which are generally not occupied by persons.
85. Section 704.2.1 - Where Required. Delete this Section.
86. Section 704.2.1.1- Group R-1. Delete this Section.
87. Section 704.2.1.2 - Group R-2, R-3, R-4 and I-1. Delete the words “Group R-2, R-3, R-4 and I-1” and substitute therefor the words “all buildings” and add the following at the end of this Section: “4. Hard-wired smoke alarms or smoke detectors may not be replaced with battery operated smoke detectors or smoke alarms.”
88. Section 704.3 - Fire extinguishers. Add as follows:
Fire extinguishers shall be maintained in operating condition and shall be visible with ready access thereto. Fire extinguishers shall display a certificate of inspection a licensed Illinois Fire Equipment Distributor bearing a date no more than one year old.

89. Add Section 704.4 - System Certification as follows:

Every fire alarm, smoke alarm, smoke detector, fire detector and fire suppression system shall be tested in the manner and frequency prescribed in the Fire Code. Every fire suppression system and every fire alarm system, smoke alarm, smoke detector and smoke detector system which is not able to be easily tested by the Code Official must be tested by a licensed Illinois Fire Equipment Distributor or a licensed Illinois Private Alarm Contractor as set forth in the Fire Code, but in no event less than on an annual basis. Any building owner or owner's agent, shall produce a copy of the fire alarm, smoke alarm and fire suppression system certificate with a date not more than one year old upon demand by the Code Official.

90. Section 704.5 - Carbon Monoxide Detectors. Add as follows:

Every dwelling unit shall be equipped with at least one approved carbon monoxide alarm in an operating condition within 15 feet of every room used for sleeping purposes.

91. Add Section 705 - Hazardous Materials as follows:

Combustible, flammable, explosive or other hazardous materials such as paints, volatile oils, and cleaning fluids or combustible trash such as wastepaper, boxes and rags shall not be accumulated or stored unless such storage complies with applicable requirements of the Fire Code.

- I. Adoption of the National Electrical Code, 2017 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules and regulations for the utilization of materials, construction, installation and alteration of all electrical work placed in or utilized in connection with any building or structure within the Town of Normal, a certain electrical code known as the National Electrical Code of the National Fire Protection Association, particularly the 2017 Edition thereof, with specific additions, deletions, insertions, modifications and amendments as set forth in this Chapter and referred to as the National Electrical Code. The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all buildings and structures within the corporate limits of the Town. Amendments to the National Electrical Code, The National Electrical Code, 2017, is amended as follows: (Amended 12/18/17 by Ord. No. 5723)

1. Article 230-91. Location of Overcurrent Protection. The service overcurrent device shall be connected by no more than 8 feet of raceway or service entrance cable from the meter device, in dwellings.
2. Article 240-54. Type "S" fuses and fuse holders for plug fuses are

mandatory, unless circuit breaker type panels are installed.

3. The use of #10 or smaller aluminum or copper-clad aluminum building wire shall be prohibited.
4. Ceiling mounted lighting outlet boxes more than 3 feet from any wall shall be listed as paddle fan rated and be secured according to the listing directions, dwelling garages and basements are excluded.
5. Add at the end- of the National Electrical Code- Section 1A - Local Administration.

Section 1A.1 - Application. Nothing in this Local Administration Portion is intended to modify the obligations of persons performing electrical work in the Town of Normal as required by the National Electrical Code. Rather, this Section is intended to provide the means of obtaining compliance with the National Electrical Code.

Section 1A.2 - Position of Electrical Inspector.

- a. Establishment - There has heretofore been created and is hereby continued the Town of Normal employment position of Electrical Inspector (occasionally referred to in this Chapter as "Inspector").
- b. Supervision - The Electrical Inspector shall be hired by the City Manager, shall be under the supervision of the Building Commissioner and shall be subject to the provisions of the Town's Personnel Code.
- c. Qualifications – The Electrical Inspector shall be knowledgeable about electricity and the installation and alteration of electrical equipment and appurtenances and well versed in the rules, regulations, and requirements of the National Electrical Code to perform the duties of the Electrical Inspector.
- d. Duties - The Electrical Inspector shall have the following duties, functions and responsibilities:
 - (1) To interpret and apply this Chapter;
 - (2) To issue all electrical permits hereunder;
 - (3) To inspect or cause the inspection of all construction, installation, maintenance and alteration of electrical appliances, apparatus, systems of electrical wiring, systems of poles for the carriage of such electrical wiring, electric or

illuminated signs or billboards and the electrical wiring of all buildings or structures to see that such work is in accordance with the provisions of this Chapter;

- (4) To perform the duties, functions and responsibilities specified in the current Job Description of the Town of Normal employment position "Electrical Inspector", which Job Description is approved from time to time by the Town Council as part of the Salary Administration Program.

Section 1A.3 - License Required. Except as specifically otherwise provided in this Chapter, it shall be unlawful for any person, firm or corporation to do or perform any installation, alteration, maintenance or repair of or to any electrical conductor, equipment or other process, matter or material regulated by or within the scope of the National Electrical Code as adopted and modified thereby, without being appropriately licensed and/or registered under the provisions of this Chapter. EXCEPTIONS:

- a. The owner-occupant of a one-family dwelling may, with the assistance of any member of his family, personally carry on in such a house any work governed by this Division without a license, provided that such owner shall obtain a permit for any such work and shall call for inspections as provided in this Chapter. Such owner-occupancy shall be retained for at least one year from the date of final inspection and approval of such work.
- b. Public service agencies installing, altering or repairing electrical equipment for the operation of communication and signals. This exemption applies only to equipment and conductors owned by the serving agency which are exterior to any premises or dwelling unit.
- c. Power companies performing the installation, alteration or repair of electrical equipment of power or public service companies for use in the generation, transmission, distribution or metering of electricity, and other such maintenance or construction as may be required to insure the safe and adequate transmission of electricity to the premises being served by said company.
- d. Temporary testing systems. The installation of any temporary system required for the testing or service of electrical equipment or apparatus. Such system must be approved by the Electrical Inspector as being safe for the location on which or in which it is to be used;
- e. Railway utilities. Installing equipment used by a railroad utility in the exercise of its function as a public carrier and located outdoors or in buildings used exclusively for that purpose;

- f. Transmitting equipment. The installation, alteration, modification or use of electrical equipment for radio and television transmission, except the equipment and wiring for power supply therefore.

Section 1A.4 - Classes of Electrical License and Type of Work Authorized.

- a. General Electrical Contractor. A General Electrical Contractor license authorizes any person, firm or corporation to do any type of residential, commercial or industrial electrical wiring, including without limitation the installation or alteration of electrical equipment for utilization of electricity supplied for light, heat or power.
- b. Maintenance Electrical Contractor License. A Maintenance Electrical Contractor license authorizes an individual employed by a single employer to maintain and/or repair, but not install, electrical conductors or equipment owned or otherwise under the exclusive control of that employer.

Section 1A.5 - Licensing Procedure. The procedure for obtaining any class of license shall be as follows:

- a. Application for any class of electrical license shall be received by the Electrical Inspector on forms which may be obtained from him. The application shall state on it the class of license applied for and shall include the name, address and place of business of the applicant.
- b. All applicants for electrical license shall be at least eighteen years of age and shall have had at least four years practical experience in the type of work authorized by the type of license sought, or shall have satisfactorily completed a course of study in the subject for which the license is sought, given by a recognized school, and have had at least one year of practical experience in addition thereto.
- c. Each applicant for a license under this Division must pass an examination prior to the issuance of such license. Candidates for the General Electrical Contractor License must pass the “National Standard Master Electrician” examination administered by the International Code Council or its designated testing agent. Candidates for the Maintenance Electrical Contractor License must pass the “National Standard Maintenance Electrician” examination administered by the International Code Council or its designated testing agent. (Amended 12/18/17 by Ord. No. 5723)
- d. Each applicant shall pay to the Town Treasurer the non-refundable sum of \$50.00. This sum shall be applied as a fee toward the first

year's license or portion thereof, if the applicant is successful in obtaining a license.

Section 1A.6 - Reciprocity and Registration. Any person, firm or corporation who is registered or licensed for the current year in any city, village or town in the State of Illinois where the requirements of registration or licensing on the date of such registration or licensing were substantially equal to or greater than the requirements in force in the Town of Normal, and if such city, village or town extends a similar privilege to persons licensed under this Chapter, shall not be required to take the examination or pay the license fees as provided in this Chapter, in order to engage in the type of electrical work authorized by the individual's license, but prior to commencing any work, shall file a copy of his registration or license with the Electrical Inspector of the Town of Normal and pay an annual \$50.00 registration fee.

Section 1A.7 - Non-Transferability. No license issued under this Chapter or registration hereunder shall be loaned, rented, assigned or transferred.

Section 1A.8 - Renewal and Reinstatement. Any person, firm or corporation having received an Electrical License as provided for in this Chapter has the right, without further examination, to have that license renewed annually upon payment to the Town Treasurer of a license fee. The license fee for an annual renewal of a General Electrical Contractor shall be \$50.00 and for a Maintenance Electrical Contractor, shall be \$25.00. All licenses shall expire on the 31st day of December or each year. Any license forfeited for non-payment of a renewal fee may be reinstated upon the payment of the annual renewal fee without re-examination, provided, however, after the same has been delinquent for a period of one year, then the same shall be null and void and may not be renewed or reinstated.

Section 1A.9 - Suspension or Revocation of Rights and Privileges. Any licensee or person registered in the Town of Normal under this Chapter may have his license or registration suspended or revoked by the Building Board of Appeals for cause, after notice and an opportunity to be heard in his own defense. Cause for suspension or revocation of a license or registration shall include, but shall not be limited to:

- a. Refusal or failure to make any necessary corrections to electrical work within a reasonable time after notification of the defects therein.
- b. Failure to obtain electrical permits.
- c. Transfer of electrical permits.

- d. Failure to call for required inspections.
- e. Unwillingness or inability to install electrical work in accordance with the terms and provisions of this Chapter.
- f. Performing work not authorized by the class of license held.
- g. Violation of any provision of this Chapter.

Section 1A.10 - Permits Required. Except as specifically otherwise provided in this Chapter, it shall be unlawful for any person, firm or corporation to do or perform any installation, alteration, maintenance or repair of any electrical conductors, equipment or other material regulated or within the scope of the National Electrical Code, as adopted and modified hereby, without first obtaining a permit in the manner provided by this Chapter. EXCEPTIONS:

- a. Persons, firms, or corporations holding Maintenance Electrical Licenses may maintain or repair conductors or equipment of their employer without a permit, provided that such licensee call for inspections as provided in this Chapter.
- b. Public service agencies installing, altering or repairing electrical equipment for the operation of communication and signals. This exemption applies only to equipment and conductors owned by the serving agency which are exterior to any premises or dwelling unit.
- c. Power companies performing the installation, alteration or repair of electrical equipment of power or public service companies for use in the generation, transmission, distribution or metering of electricity, and other such maintenance or construction as may be required to insure the safe and adequate transmission of electricity to the premises being served by said company.
- d. Temporary testing systems. The installation of any temporary system required for the testing or service of electrical equipment or apparatus. Such system must be approved by the Electrical Inspector as being safe for the location on which or in which it is to be used.
- e. Railway utilities. Installing equipment used by a railroad utility in the exercise of its function as a public carrier and located outdoors or in buildings used exclusively for that purpose.
- f. Transmitting equipment. The installation, alteration, modification or use of electrical equipment for radio and television transmission, except the equipment and wiring for power supply therefore.

Section 1A.11 – Permits: Application, Issuance, Transfer-Ability And Expiration. Persons desiring an electrical permit shall make application therefore to the Electrical Inspector on forms prescribed by him. Before issuing any permit, the Electrical Inspector may require such detailed plans, specifications and drawings as are necessary to describe the work, materials and manner of installation, alteration or repair. The Electrical Inspector shall issue a permit when such plans show that said electrical work will be installed in compliance with the provisions of this Chapter. After a permit has been issued by the Electrical Inspector, no change or modification in the plans or specifications shall be made unless such change has been submitted to the Electrical Inspector and approved by him. No electrical permit shall be issued to any person other than someone appropriately licensed under this Chapter unless the permit is for a dwelling or accessory structure that the permittee occupies as his residence.

If electrical work is not commenced under a permit within six months after the date of issuance, the permit shall be considered to have expired. Electrical permits shall not be transferable and if after issuance, another person, firm or corporation desires to complete the work initiated under a permit, it shall be necessary to obtain a new electrical permit authorizing such completion.

Section 1A.12 - Fees. The fees for electrical permits and inspection of work performed thereunder shall be as follows:

- a. Fees as set forth in Chapter 25 of the Municipal Code of the Town of Normal, shall be paid.
- b. Doing Work Without a Permit – If any person initiates construction, erection or alteration of electrical work in any structure without first taking out a permit, such person shall pay, in addition to the regular fees prescribed for permits, an additional amount equal to one hundred percent (100%) of the fee required, and upon conviction, may be subject to all penalty provisions of this Chapter.

Section 1A.13 - Inspections.

- a. Inspection Required. It shall be unlawful for any person, firm or corporation to conceal electrical conductors or equipment, energize an electrical service or occupy or permit the occupancy of any building or structure having wiring, equipment or components within the scope of regulation provided by the National Electrical Code as adopted and modified hereby, without in each case and in each stage of installation, calling for an electrical inspection in the manner provided in this Chapter and obtaining approval thereof by the Electrical Inspector.

- b. Procedure. The Electrical Inspector shall be notified by the person performing the electrical work when it or any portion of it is ready for inspection, at least twenty-four (24) hours prior to the requested inspection time. All work shall be left uncovered and convenient for inspection until inspected and approved.

The Inspector shall endeavor to examine the work within one working day after being notified that it is ready for inspection. All electrical work when placed in position may be required to be tested by appropriate tests in the presence of the Inspector and any and all defects corrected. Upon satisfactory completion of the electrical work and approval by the Inspector, the premises, installation or portion thereof obtaining approval shall be so posted.

- c. Inspection Upon Complaint. Upon complaint, in writing, of any citizen of this Town as to the unsafe condition of any part of any such electrical system within the Town, it shall be the duty of said Electrical Inspector to inspect such part complained of, and if he finds that such complaint is well grounded, or if he otherwise finds any defect, to require the owner of the property on which the defective condition is located to put such part in proper condition, and it shall then be the duty of such person, firm or corporation to put such defective part in proper condition.

- d. Condemnation of Electrical Work or Equipment. The Town Electrical Inspector shall have the authority upon inspection or reinspection to condemn any or all electrical work installed or being installed that may be considered unsafe or hazardous to life and property. Upon condemnation of such work, he shall serve a written notice upon the person owning, using or installing the same to place the work in a secure and safe condition and in compliance with the provisions herein contained.

Upon condemnation of any electrical work, the Electrical Inspector is authorized to refuse the connection or to order the disconnection of any electrical supply lines until the condemned electrical work has been made safe and is approved by the Electrical Inspector. Such order shall be in writing, signed by the Electrical Inspector and served upon both utilities furnishing services in the Town and upon the owner.

It shall be unlawful for any person, firm or corporation to utilize condemned electrical work or to reconnect an electrical supply to any condemned electrical work from which the Electrical Inspector has refused to authorize a connection or ordered a disconnection of electrical supply lines.

Section 1A.14 - Violations, Penalties and Appeals.

- a. Violations. In case of a violation of any provision of this Code, the Electrical Inspector may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.
 - b. Penalties. Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with, or resisting or opposing the investigation or enforcement of any of the provisions of this Chapter, or any of the Codes adopted and modified hereby, upon conviction thereof, shall be punished by a fine of not less than Twenty-five (\$25.00) Dollars nor more than Two Hundred (\$200.00) Dollars for the first offense and not less than Fifty (\$50.00) Dollars nor more than Five Hundred (\$500.00) Dollars for the second and each subsequent offense in any 180 day period. A separate and distinct offense shall be regarded as committed each day upon which said person shall continue any such violation, or permit any such violation to exist after notification or knowledge of the existence thereof.
 - c. Appeals. All appeals of rulings or determinations of the Electrical Inspector shall be to the Building Board of Appeals. However, no appeal shall be taken after the Town has initiated legal or administrative proceedings seeking fines for violation of this Code or compliance with this Code.
- J. Adoption of the Illinois State Plumbing Code, 2014 with Amendments. There is hereby adopted by the Town of Normal for the purpose of establishing rules and regulations for materials, construction, alteration and inspection of all plumbing placed in or in connection with any building or structure, a certain plumbing code known as the Illinois State Plumbing Code, particularly the 2014 Edition thereof, with such amendments to said Code as are published from time to time by the State of Illinois with specific additions, deletions, insertions, modifications and amendments as set forth in this Chapter and referred to as the "Illinois State Plumbing Code" or "Code." The provisions of said Code are hereby adopted and incorporated as fully as if set out at length and the provisions thereof as added, deleted, inserted, modified and amended by this Chapter shall be controlling in regard to all buildings and structures within the corporate limits of the Town. Amendments to the Illinois State Plumbing Code. The Illinois State Plumbing Code, 2014, is amended as follows:

1. Section 890.120 – Definitions. Add to the existing definitions in its appropriate alphabetical location, the following:

Authorities Having Jurisdiction. Within its corporate limits, the Town of Normal shall be the “Authorities Having Jurisdiction” as that term is used in this Code.

2. Section 890.120 – Definitions. Add to the existing language thereof, the following:

“Building Classification” as used in this Code shall refer to the building classifications set forth in the Building Code of the Town of Normal, being Chapter 11 of the Municipal Code of the Town of Normal, Illinois 1969, as amended.

3. Section 890.510 - Grease Interceptor Requirements. Amend Section 890.510 by adding to the existing language thereof the following:

In all new construction and remodeling in which a grease interceptor is required, only a grease interceptor with a capacity of no less than 1000 gallons placed outside of the building no closer than 5 feet from the wall of the building shall be approved. If physical limitations prohibit installation of a 1000 gallon grease interceptor, then the Plumbing Inspector may permit a 250 gallon interceptor if the Plumbing Inspector believes that there are adequate safeguards in place to prevent grease from entering the sewer system. Grease interceptors may only be placed inside a building in the event of a remodel of a building for which there is no space available outside of the building for a grease interceptor, or where the expected use of the property is that of a restaurant that will not cook food, but serve only prepared foods that will produce so little grease as to not require an exterior grease interceptor as determined by the Plumbing Inspector. In the event that the use of the property becomes such that an exterior grease interceptor is needed, the Plumbing Inspector may order that an exterior grease interceptor be placed on the property. All interior grease traps shall be Plumbing Drainage Institute approved with a solid waste interceptor located before the grease trap.

4. Section 890.1200 - Water Service Sizing. Delete from Section 890.1200 the following:

“Water service pipe and fittings shall be at least three-fourths (3/4) inch diameter.”

Add in place thereof the following:

“Water service pipe and fittings shall be at least one (1) inch in diameter.

Except that existing water service pipe and fittings may be repaired or replaced with pipe and fittings at least $\frac{3}{4}$ inch in diameter.”

5. Section 890.1910 – Inspections. Amend Section 890.1910 by adding to the existing language the following:

All drain, waste and vent piping in commercial, industrial or multiple family buildings shall be tested with water while the Plumbing Inspector is present.

6. Section 890 .Appendix A – Plumbing Materials, Equipment, Use Restrictions and Applicable Standards. Amend Table A – Approved Materials for Water Service Pipe by adding the following at the end thereof:
When polyethylene (PE) tubing is used as water service pipe, it must meet ASTM D 2737 standards. Polyethylene (PE) pipe shall be installed only with compression fittings with insert and clamp type fittings. All clamps shall be of corrosion resistant material. The inside diameter (ID) of any insert fitting shall not be less than the minimum allowable size for water service as required by the Town of Normal ordinances and State plumbing code. PE tubing water service shall be one continuous pipe from the curb stop or pig tail to the building water meter. Every plastic, polyethylene (PE) or other non-metallic water service pipe shall have a solid 12 gauge blue sheathed coated, suited for direct burial, tracer wire connected to the coupling or curb stop secured to the service every 6 feet, unbroken, and accessible at the water meter.

7. Section 890 Appendix A – Plumbing Materials, Equipment, Use Restrictions and Applicable Standards. Amend Table A – Approved Materials for Water Distribution Pipe by adding at the end thereof:

Every plastic, polyethylene (PE) or other non-metallic water distribution pipe which is not inside a building shall have a solid 12 gauge blue sheathed coated, suited for direct burial, tracer wire connected to the coupling or curb stop secured to the service every 6 feet, and be unbroken for the length of the pipe.

8. Add at the end of the State Plumbing Code, Section 1A - Local Administration, Section 2A Cross Connection Program and Section 3A Water Conservation:

Section 1A - Local Administration.

Section 1A.1 - Application. Nothing in this Local Administration Portion is intended to modify the obligations of persons performing plumbing work in the Town of Normal as required by the State Plumbing Code. Rather, this Section is intended to provide the means of obtaining compliance with the State Plumbing Code.

Section 1A.2 - Position of Plumbing Inspector.

- a. Establishment. There has heretofore been created and is hereby continued the Town of Normal employment position of Plumbing Inspector (occasionally referred to in this Chapter as "Inspector").
- b. Supervision. The Plumbing Inspector shall be hired by the City Manager, shall be under the supervision of the Building Commissioner and shall be subject to the provisions of the Town's Personnel Code.
- c. Qualifications. The Plumbing Inspector shall be certified as a Plumbing Inspector by the State of Illinois.
- d. Duties. The Plumbing Inspector shall have the following duties, functions and responsibilities:
 - (1) To interpret and apply this Chapter;
 - (2) To issue all plumbing permits hereunder;
 - (3) To inspect or cause the inspection of all construction, installation, maintenance and alteration of plumbing, drainage and ventilation systems to see that such work is in accordance with the provisions of this Chapter;
 - (4) To perform the duties, functions and responsibilities specified in the current Job Description of the Town of Normal employment position "Plumbing Inspector", which Job Description is approved from time to time by the Town Council as part of the Salary Administration Program.

Section 1A.3 - State License Required. Except as specifically otherwise provided in this Chapter, it shall be unlawful for any person, firm or corporation to do or perform any plumbing, as that term is defined in the Illinois State Plumbing Code as adopted and modified hereby, within the corporate limits of the Town of Normal without being appropriately licensed under the provisions of the Illinois Plumbing License Law. Notwithstanding the foregoing, all materials attached to water supply mains, including water piping up to the outlet valve of a backflow preventative device must be installed by a licensed plumber. All fire hydrants and water pipes downstream of the backflow prevention device used exclusively for fire protection, shall be installed by a licensed plumber or a sprinkler fitter. EXCEPTION: The owner-occupant of a one-family dwelling may, with the assistance of any member of his family, personally carry on in such house any work governed by this Chapter without a plumbing license, provided

that such owner shall obtain a permit for any such work, shall call for inspections as provided in this Chapter and the State Plumbing Code as adopted and modified hereby, and shall install all plumbing to meet or exceed the standards provided in this Chapter and in the manner depicted on the approved plans, specifications and drawings, if any. Such ownership and occupancy shall be retained for at least one year from the date of final inspection and approval of such work.

Section 1A.4 - Permits Required. Except as specifically otherwise provided in this Chapter, it shall be unlawful for any person, firm or corporation to do or perform any "plumbing" as that term is defined in the Illinois State Plumbing Code as adopted and modified hereby without first obtaining a permit in the manner provided by Rule 14.4 of said Code, as so adopted and modified.

- a. Transferability. Plumbing permits shall not be transferable and if after issuance, another person, firm or corporation desires to complete the work initiated under a permit, it shall be necessary to obtain a new plumbing permit authorizing such completion.
- b. Expiration. If plumbing work is not commenced under a permit within six months after the date of issuance, the permit shall be considered to have expired.

Section 1A.5 - Fees.

- a. Charges. Fees for plumbing and irrigation permits and the inspection of work performed thereunder shall be as set forth in Chapter 25 of the Town of Normal Municipal Code. For the purpose of calculating fees the word "opening" shall mean to include all openings left for waste pipes, whether fixtures are set or not, including, but not limited to, the following:
 1. Bathtub - with or without shower
 2. Water closets - floor and wall mount
 3. Bidet
 4. Shower - stall or compartment
 5. Lavatory - bar sinks
 6. Urinal - pedestal, wall type, floor and trough
 7. Drinking fountains
 8. Kitchen sink - including garbage disposal and dishwasher
 9. Drain - floor, explosion proof, grease, oil, sand and all other interceptors
 10. Automatic washer standpipe and all "p" traps that catch indirect waste
 11. Dishwasher - restaurant or commercial

12. Any other plumbing fixture

- b. Doing Work Without a Permit. If any person initiates construction, erection or alteration of plumbing in any structure without first taking out a permit, or installs an irrigation system, such person shall pay, in addition to the regular fees prescribed for permits, an additional amount equal to 100% of the fee required. Any such individual may be subject to the penal provisions of this Chapter for violation of the Plumbing Code. No change or modifications of plans or specifications shall be made after a permit has been issued unless said changes have first been approved by the Plumbing Inspector.

Section 1A.6 - Inspections.

- a. Inspection Required. It shall be unlawful for any person, firm or corporation to conceal or utilize any plumbing work, appurtenance, appliance, fixture, system or portion thereof without at each appropriate stage in the installation, alteration or repair, calling for a plumbing inspection in the manner provided in Article XIV of the Illinois State Plumbing Code as adopted and modified hereby.
- b. Procedure. The Plumbing Inspector shall be notified by the person performing the plumbing work when it or any portion of it is ready for inspection at least twenty-four (24) hours prior to the requested inspection time. All work shall be left uncovered and convenient for inspection until inspected and approved. The Inspector shall endeavor to examine the work within one working day after notified that it is ready for inspection. All plumbing work when placed in position may be required to be tested by appropriate tests in the presence of the Inspector and any and all defects corrected. On satisfactory completion of the plumbing work and approval by the Inspector, the premises, installation or portion thereof obtaining approval shall be so posted.
- c. Inspection Upon Complaint. Upon complaint, in writing, of any citizen of this Town alleging the existence of an unsafe condition in any part of any such plumbing system within the Town, it shall be the duty of such Plumbing Inspector to inspect such part complained of, and if he finds that such complaint is well grounded, or if he otherwise finds any defect, to require the owner of the property on which the defective condition is located to put such part in proper condition, and it shall then be the duty of such owner to put such defective part in proper condition.
- d. Condemnation of Plumbing Work or Equipment: Right of Appeal.

The Town Plumbing Inspector shall have the authority upon inspection or reinspection, either pursuant to permit, on complaint or on his own initiative, to condemn any and all plumbing work installed or being installed that may be done without permit; that may be done contrary to approved plans, specifications and drawings; that may be done in violation of the State Plumbing Code; or that may be done by any person, firm, association, partnership or corporation not entitled to do plumbing within the Town of Normal; or that is in a condition which may be considered unsafe or hazardous to life or property. Upon condemnation of such work, he shall serve a written notice upon the person owning, using or installing the same, or the person, firm or corporation owning the property on which such plumbing is located, requiring such person to place the work in a secure and safe condition and one which is in all respects in compliance with the provisions herein contained. It shall be unlawful for any person, firm or corporation to utilize condemned plumbing work.

Section 1A.7 - Violations, Penalties and Appeals.

- a. Violations. In case of a violation of any provision of this Code, the Plumbing Inspector may cause to be instituted the appropriate proceeding at law or in equity or with the Town's Administrative Hearing Unit to obtain penalties or to restrain, correct or abate such violation, or to require the removal or termination of an unlawful occupancy of the structure. The Town may take action to abate any violation, and any costs incurred in abating such violations may be charged against the real estate upon which such abatement occurs and shall be a lien upon such property.
- b. Penalties. Any person found guilty of violating, disobeying, omitting, neglecting or refusing to comply with, or resisting or opposing the investigation or enforcement of any of the provisions of this Chapter, or any of the Codes adopted and modified hereby, upon conviction thereof, shall be punished by a fine of not less than Twenty-five (\$25.00) Dollars nor more than Two Hundred (\$200.00) Dollars for the first offense and not less than Fifty (\$50.00) Dollars nor more than Five Hundred (\$500.00) Dollars for the second and each subsequent offense in any 180 day period. A separate and distinct offense shall be regarded as committed each day upon which said person shall continue any such violation, or permit any such violation to exist after notification or knowledge of the existence thereof.
- c. Appeals. All appeals of rulings or determinations of the Plumbing Inspector shall be to the Building Board of Appeals. However, no

appeal shall be taken after the Town has initiated legal or administrative proceedings seeking fines for violation of this Code or compliance with this Code.

Section 2A.1 - Cross Connection Control.

- a. Purpose. The purpose of these Rules and Regulations is:
 1. To protect the public water supply system from contamination or pollution by isolating within the customer's water system contaminants or pollutants which could back flow through the service connection into the public water supply system.
 2. To promote the elimination or control of existing cross connections, actual or potential, between the public or customer's potable water system and non-potable water systems, plumbing fixtures and sources or systems containing substances of unknown or questionable safety.
 3. To provide for the maintenance of a continuing program of cross connection control which will prevent the contamination or pollution of the public and customer's potable water systems.
 4. Nothing in these Rules and Regulations is intended to abrogate any provision of the State Plumbing Code. Rather, these rules are intended to obtain compliance with State Environmental Regulations. To the extent any provision conflicts with the State Plumbing Code, the stricter regulation shall apply.
- b. Application. These Rules and Regulations shall apply to all premises served by the public potable water supply system of the Town of Normal.
- c. Owner's Obligation. The owner of property shall be responsible for protection of the public water supply system from contamination due to back flow or back siphonage of contaminants through the customer's water service connection. If in the judgment of the Town of Normal plumbing inspector or his authorized representative, an approved back flow prevention device is necessary for the safety of the public water supply system, Town of Normal plumbing inspector shall give notice to the owner to install such approved back flow prevention device at each service

connection where such device is needed. The owner shall immediately install such approved device or devices at his own expense. Failure, refusal or inability on the part of the owner to install such device or devices immediately shall constitute grounds for discontinuing water service to the premises until such device or devices have been installed. Failure, refusal or inability on the part of the owner to install such device or devices immediately shall be unlawful and the Town is authorized to seek immediate injunctive and equitable relief in Court as well as seeking fines and penalties as provided in SEC. 11.3 herein. The owner shall retain records of installation, maintenance, testing and repair below for a period of at least five years. All cross-connection inspections shall be conducted by a Cross-Connection Control Device Inspector certified by the Illinois Environmental Protection Agency.

Section 2A.2 - Definitions for Cross Control Regulations.

Backflow. The term “backflow” shall mean water, wastes or other contaminants entering a public water supply system due to a reversal of flow.

Connection. The term “connection” shall mean any arrangement of piping or appurtenances attached to a public water supply system.

Cross Connection. The term “cross connection” shall mean a connection or arrangement of piping or appurtenances through which a backflow could occur.

Cross Connection Control Device Inspector (CCCDI). The term Cross Connection Control Device Inspector shall mean any person certified by the State of Illinois Environmental Protection Agency to perform cross connection device inspections.

Owner. The term “owner” shall include the record titleholder of property, a water customer served by the Town’s water system, and any person, corporation, firm or other entity actually in control of property.

Water system. The term “water system” shall have the following meaning:

- a. The water system shall be considered as made up of two parts: the public water supply system and the customer’s water system.
- b. The public water supply system shall consist of the source facilities and the distribution system and shall include all those facilities of the potable water system under the control of the Director of Water

up to the point where the customer's water system begins.

- c. The source shall include all components of the facilities utilized in the production, treatment, storage and delivery of water to the public water supply distribution system.
- d. The public water supply distribution system shall include the network of conduits or watermains used to deliver water from the source to the owner's water system.
- e. The owner's water system shall include all parts of the facilities beyond the water service connection used to convey water from the public water supply distribution system to points of use.

Section 2A.3 - Cross Connection Prohibited.

- a. Connections between the public water supply systems and other systems or equipment containing water or other substances are prohibited except when and where approved cross-connection control devices or methods are installed, tested and maintained to insure proper operation on a continuing basis. Fire protection systems and irrigation systems which contain installed piping and are connected to the public water supply system are prohibited except when and where approved back flow preventers are installed, tested and maintained to insure proper operation on a continuing basis.
- b. (1) No physical connection shall be permitted between the potable portion of a supply and any other water supply not of equal or better bacteriological and chemical quality as determined by inspection and analysis by the Agency.
 (2) There shall be no arrangement or connection by which an unsafe substance may enter a water supply.
- c. It shall be unlawful for any owner to have on his or her property any connection in violation of this Section.

Section 2A.4 - Survey and Investigations.

- a. An owner's premises shall be open at all reasonable times to the approved Cross-connection Control Device Inspector for the inspection of the presence or absence of cross-connections within the owner's premises, and testing, repair and maintenance of cross-connection control devices within the owner's premises.

- b. On request by the Town of Normal plumbing inspector, or his authorized representative, the owner shall furnish information regarding the piping system or systems or water use within the owner's premises. The premises shall be open at all reasonable times to the Town of Normal plumbing inspector, or his authorized representative, for the verification of information submitted by the inspection customer to the public water supply custodian regarding cross-connection inspection results.
- c. Every owner of non-residential property receiving water from the public water supply shall cause his property to be surveyed by a Cross Connection Control Device Inspector (CCCDI) for the water use practices on his premises to determine whether there are actual or potential cross connections to his water system through which contaminants or pollutants could back flow into his or the public potable water system. Every owner of residential property receiving water from the public water supply which has a fire suppression system or irrigation system connected to the public water supply system shall cause the property to be surveyed by a Cross Connection Control Device Inspector for the water use practices on his premises to determine whether there are actual or potential cross-connections to his water system through which contaminants or pollutants could back flow into his or the public potable water system. The survey must be done every other year and recorded with the Town of Normal on a form issued by the Town's Plumbing Inspector. All cross-connection control inspections must be conducted by a Cross Connection Control Device Inspector in accordance with 225 ILCS 320/3.
- d. It is the responsibility of the owner to prevent back flow into the public water system by ensuring that:
- (1) All cross connections are removed; or approved cross-connection control devices are installed for control of back flow and back siphonage.
 - (2) Cross connection control devices shall be installed in accordance with the manufacturer's instructions.
 - (3) Cross connection control devices shall be inspected at the time of installation and at least annually by a person approved by the State of Illinois Environmental Protection Agency as a Cross Connection Control Device Inspector (CCCDI). The inspection of mechanical devices shall include physical testing in accordance with the manufacturer's instructions. A record of the annual

inspection shall be filed with the Town of Normal Plumbing Inspector.

(4) Testing and Records.

- (a) Each device shall be tested at the time of installation and at least annually or more frequently if recommended by the manufacturer.
- (b) Records submitted to the community public water supply shall be available for inspection.
- (c) Each device shall have a tag attached listing the date of most recent test, name of CCCDI, and type and date of repairs.
- (d) Every owner shall maintain for a period of five years, a maintenance log for each cross-connection device which shall include:
 - (i) date of each test;
 - (ii) name and approval number of person performing the test;
 - (iii) test results;
 - (iv) repairs or servicing required;
 - (v) repairs and date completed; and
 - (vi) servicing performed and dated completed.

Section 2A.5 - Where Protection Is Required.

- a. An approved back flow device shall be installed on all connections to the public water supply as described in the Plumbing Code, 77 Ill. Adm. Code 890 and the Illinois Environmental Protection Agency's regulations, 35 Ill. Adm. Code 680. In addition, an approved back flow prevention device shall be installed on each water service line to an owner's water system serving premises, where in the judgment of the Town of Normal plumbing inspector, actual or potential hazards to the public water supply system exist.
- b. An approved back flow prevention device shall be installed on each water service line to an owner's water system serving

premises where the following conditions exist:

- (1) Premises having an auxiliary water supply, unless such auxiliary supply is accepted as an additional source by the Director of Water and the source is approved by the Illinois Environmental Protection Agency.
 - (2) Premises on which any substance is handled which can create an actual or potential hazard to the public water supply system. This shall include premises having sources or systems containing process fluids or waters originating from the public water supply system which are no longer under the sanitary control of the Director of Water or the Town of Normal Plumbing Inspector.
 - (3) Premises having internal cross connections that, in the judgment of the Town of Normal plumbing inspector and/or the Cross-Connection Control Device Inspector, are not correctable or which have intricate plumbing arrangements which make it impractical to determine whether or not cross-connections exist.
 - (4) Premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete cross connection survey.
 - (5) Premises having a repeated history of cross connections being established or reestablished.
- c. An approved back flow device shall be installed on all connections to the public water supply as described in the Plumbing Code, 77 Ill. Adm. Code 890 and the Agency's regulations, 35 Ill. Adm. Code 653. In addition, an approved back flow prevention device shall be installed on each service line to a customer's water system serving, when the potential of a high hazard cross connection to the public water system exists as determined by The Town of Normal plumbing inspector.
- d. All yard hydrants, wall hydrants, hose bibs and boiler drains used to supply domestic water, shall have an integral, non-removable, backflow device. Vacuum breakers that are not factory installed and can be removed are not permissible.
- e. All boilers shall have a Reduced Pressure Principle Backflow Device (RPZ), an approved break tank, or approved air gap device located on the water supply piping to the boiler. All other

backflow devices are prohibited. The back flow device shall be installed by a licensed plumber and certified annually by a licensed Cross Connection Control Device Inspector.

Section 2A.6 - Type of Protection Required.

- a. The type of protection required under Section 2A.5 (B)(1), (2) and (3) of these regulations shall depend on the degree of hazard which exists as follows:
- (1) An approved fixed proper air gap separation shall be installed where the public water supply system may be contaminated with substances that could cause a severe health hazard.
 - (2) An approved fixed proper air gap separation or an approved reduced pressure principle back flow prevention assembly shall be installed where the public water supply system may be contaminated with a substance that could cause a system or health hazard.
 - (3) An approved fixed proper air gap separation or an approved reduced pressure principle back flow prevention assembly or a double check valve assembly shall be installed where the public water supply system may be polluted with substances that could cause a pollution hazard not dangerous to health.
- b. The type of protection required under Section.2A.5(B)(4) and (5) of these regulations shall be an approved fixed proper air gap separation or an approved reduced pressure principle back flow prevention device.
- c. Where a public water supply or an auxiliary water supply is used for a fire protection system, reduced pressure principle back flow preventers shall be installed on fire safety systems connected to the public water supply when:
- (1) the fire safety system contains antifreeze, fire retardant or other chemicals; or,
 - (2) water is pumped into the system from another source; or,
 - (3) water flows by gravity from a non-potable source, water can be pumped into the fire safety system from any other source; or,

- (4) there is a connection whereby another source can be introduced into the fire safety system; or,
- (5) a private water service supplying potable water to a fire hydrant on private property.

All fire protection systems which have a supply line greater than two inches shall have a reduced pressure principle detector assembly (RFDA).

- d. All other fire safety systems connected to the potable water supply shall be protected by a double check valve assembly on metered service lines and a double detector check valve assembly on unmetered service lines.

Section 2A.7 – Back-Flow Prevention Devices.

- a. All back-flow prevention devices or methods required by these rules and regulations shall be approved by the Research Foundation for Cross Connection Control of the University of Southern California, American Water Works Association, American Society of Sanitary Engineering, Canadian Standards Foundation, or American National Standards Institute or certified by the National Sanitation Foundation to be in compliance with applicable industry specification.
- b. Installation of approved devices shall be made in accordance with the manufacturer's instructions. Maintenance as recommended by the manufacturer of the device shall be performed. Manufacturer's maintenance manual shall be available on-site.

Section 2A.8 - Inspection and Maintenance.

- a. It shall be the duty of the owner at any premises on which back flow prevention devices required by these regulations are installed to have inspection, tests, maintenance and repair made in accordance with the following schedule or more often where inspections indicate a need or are specified in manufacturer's instructions.
 - (1) Fixed proper air gap separations shall be inspected to document that a proper vertical distance is maintained between the discharge point of the service line and the flood level rim of the receptacle at the time of installation and at least annually thereafter. Corrections to improper or

by-passed air gap shall be made within 24 hours.

- (2) Double check valve assemblies shall be inspected and tested at time of installation and at least annually thereafter and required service performed within five (5) days.
 - (3) Reduced pressure principle back flow prevention assemblies shall be tested at the time of installation and at least annually or more frequently if recommended by the manufacturer and required service performed within five (5) days.
- b. Testing shall be performed by a person who has been approved by the Illinois Environmental Protection Agency as competent to service the device. Proof of approval shall be in writing.
 - c. Each device shall have a tag attached listing the date of most recent test or visual inspection, name of tester, and type and date of repairs.
 - d. A maintenance log shall be maintained and include:
 - (1) date of each test or visual inspection;
 - (2) name and approval number of person performing the test or visual inspection;
 - (3) test results;
 - (4) repairs or servicing required;
 - (5) repairs and date completed; and
 - (6) servicing performed and date completed.
 - e. Whenever back flow prevention devices required by these regulations are found to be defective, they shall be repaired or replaced at the expense of the owner without delay as required by this Section.
 - f. Back flow prevention devices shall not be bypassed, made inoperative, removed or otherwise made ineffective without specific authorization by the Town of Normal Plumbing Inspector.

Section 2A.9 - Booster Pumps.

- a. Where a booster pump has been installed on the water service line to or within any premises, such pump shall be equipped with a low pressure cutoff device designed to shutoff the booster pump when the pressure in the water service line on the suction side of the pump drops to 20 psi or less.
- b. It shall be the duty of the owner to maintain the low-pressure cutoff device in proper working order and to certify to the Town of Normal Plumbing Inspector, at least once a year, that the device is operable.

Section 2A.10 - Fees.

- a. There shall be a fee for filing the survey submitted to the Town of Normal Plumbing Inspector as set forth in SEC. 25.16-4 of the Municipal Code of the Town of Normal. The fee shall be assessed for each survey filed. This fee shall be assessed each time a survey is filed, regardless of whether the survey submitted had been filed previously and is being resubmitted to correct deficiencies or errors in a previously filed survey.
- b. There shall be a fee for filing the annual certification of cross connection control devices in the amount set forth in SEC. 25.16-4 of the Municipal Code of the Town of Normal. The fee shall be assessed for each device certified.
- c. All fees provided for herein shall be paid to the Town of Normal.

Section 2A.11 - Violations.

- a. The Director of Water of the Town of Normal is authorized and may discontinue, after reasonable notice to the owner thereof, the water service to any property which fails to provide any survey, inspection report, or fee required by this Division. The Director of Water, shall deny or discontinue, after reasonable notice to the occupants thereof, the water service to any premises wherein any back flow prevention device required by these regulations is not installed, tested, maintained and repaired in a manner acceptable to the Town of Normal Plumbing Inspector, or if it is found that the back flow prevention device has been removed or bypassed, or if an unprotected cross connection exists on the premises, or if a low pressure cutoff required by these regulations is not installed and maintained in working order.

- b. Water service to such premises shall not be restored until the owner has corrected or eliminated such conditions or defects in conformance with these regulations and to the satisfaction of the Town of Normal plumbing inspector, and the required reconnection fee is paid.
- c. Neither the Town of Normal, the Director of Water, Town of Normal plumbing inspector or its agents or assigns shall be liable for any injury, damages or lost revenues which may result from termination of said water supply in accordance with the terms of this ordinance, whether or not said termination of the water supply was with or without notice.
- d. An owner is responsible for back-siphoned material or contamination through back flow, if contamination of the potable water supply system occurs through an illegal cross-connection or an improperly installed, maintained or repaired device, or a device which has been bypassed. The owner must bear the cost of cleanup of the potable water supply system.
- e. Any person found to be violating any provision of this Ordinance may be served with written notice stating the notice of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violation.
- f. Any person violating any of the provisions of this Ordinance shall become liable to the Town of Normal for any expense, loss or damage occasioned by the Town of Normal by reason of such violation, whether the same was caused before or after notice.
- g. Any person violating any of the provisions of this Division shall, in addition to any other penalties or equitable relief provided, be subject to penalties as set forth in SEC. 11.3-5 of this Code.

Section 3A - Water Conservation Requirements.

Section 3A.1. Nothing in this Water Conservation Section shall abrogate the requirements of the State Plumbing Code. These provisions are intended to preserve the quantity of fresh water available to the citizens of Normal.

Section 3A.2. All new and replacement plumbing fixtures hereafter installed within the Town of Normal shall meet or exceed the following water conservation requirements:

- a. All landscape irrigation systems shall be designed and installed to use no more than 6.0 gallons per minute. All landscape irrigation systems shall also be equipped with a timer on the main control valve to shut off automatically after one (1) hour.
- b. All water used for cooling of equipment and machinery shall be recirculated.
- c. All car washes must be designed and built to recirculate wash and rinse water.
- d. Installation of water-cooled ice machines is prohibited.

DIVISION 5 – Reserved

DIVISION 6 – Reserved

DIVISION 7 – VACANT BUILDINGS

SEC. 11.7-1 SCOPE OF DIVISION. This Division shall apply to all vacant buildings and premises thereof in the Town of Normal now existing or hereafter becoming vacant.

SEC. 11.7-2 INTENT. It is in the intent of this Division to protect the public health, safety, and welfare by establishing a registration process for vacant buildings and requiring responsible parties to implement a maintenance plan for such buildings to remedy any public nuisance, prevent deterioration, unsightly blight and consequent adverse impact on the value of nearby property.

This Division shall be construed liberally and justly to effect its purposes.

SEC. 11.7-3 OTHER LAWS, CODES, ORDINANCES, AND REGULATIONS. This Division shall not be construed to prevent the enforcement of other laws, codes, ordinances, and regulations which prescribe standards other than are provided herein, and in the event of conflict, the most restrictive shall apply.

SEC. 11.7-4 DEFINITIONS.

- A. **Building.** A structure built for the support, shelter, or enclosure of a person's animals, chattels, or movable property of any kind and which is permanently affixed to the ground.
- B. **Exterior Property Areas.** The open space on the premises and on adjoining property under the control of owners or operators of such premises.
- C. **Maintenance.** Acts of repair and other acts to prevent a decline in the condition of grounds, structures, and equipment; such that the condition does not fall below the standards established by this code and other applicable statutes, codes and ordinances.
- D. **Occupant.** Any person (including domestic service employees) living and/or sleeping in a dwelling unit or having possession of a space within a building.
- E. **Operator.** Any person who has charge, care or control of a structure or premises which is let or offered for occupancy.
- F. **Owner.** Any person, agent, operator, firm, or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the

property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

- G. Person. Includes a corporation or co-partnership as well as an individual.
- H. Premises. A lot, plot or parcel of land including the buildings or structures thereon.
- I. Public Nuisance. Includes the following:
1. The physical condition, or uses of any premises regarded as a public nuisance at common law; or
 2. Any physical condition, use or occupancy of any premises or its appurtenances considered an attractive nuisance to children, including, but not limited to, abandoned wells, shafts, basements, excavations and unsafe fences or structures; or
 3. Any premises which has unsanitary sewerage or plumbing facilities; or
 4. Any premises designated as unsafe for human habitation or use; or
 5. Any premises which is manifestly capable of being a fire hazard, or manifestly unsafe or insecure as to endanger life, limb or property; or
 6. Any premises which is unsanitary, or which is littered with rubbish or garbage, or which has an uncontrolled growth of weeds; or
 7. Any structure or building that is in a state of dilapidation, deterioration or decay; faulty construction; open or vacant and the doors, windows, or other openings are boarded up or secured, by any means other than conventional methods used in the design of the building or permitted for new construction of similar type; damaged by fire to the extent as not to provide shelter, in danger of collapse or failure and dangerous to anyone on or near the premises.
- J. Renovation. A building and its facilities made to conform to present day minimum standards of sanitation, fire and life safety.
- K. Rubbish. Combustible and noncombustible waste materials, except garbage, and the term shall include the residue from the burning of wood, coal, coke, and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass crockery and dust and other similar materials.

- L. Vacant.
 - 1. Empty; or
 - 2. Not occupied on a regular basis by an occupant; or
 - 3. Not used by a person on a regular basis for the usual and customary purposes for which a building is designed and lawfully permitted.
- M. Workmanlike. Whenever the words “workmanlike state of maintenance and repair” are used in this code, they shall mean that such maintenance and repair shall be made in a reasonably skillful manner.
- N. Yard. An open unoccupied space on the same lot with a building extending along the entire length of street, or rear or interior lot line.

SEC. 11.7-5 OBLIGATION TO REGISTER VACANT BUILDINGS.

- A. Except as provided in Subsection B, whenever any building in the Town is vacant for more than sixty (60) days or whenever any building in the Town is vacant and such building or premises thereof contains one or more of the public nuisances described in this Division, then the owner of such building shall, within ten (10) days of notification, register such building as a vacant building and submit a vacant building plan.
- B. Whenever any building designed as a single-family dwelling is vacant and such building or premises thereof contains one or more of the public nuisances described in this Division, then the owner of such building shall, within ten (10) days of notification, register such building as a vacant building and submit a vacant building plan.

SEC. 11.7-6 NOTICE OF VACANCY. The Building Commissioner shall provide notice to the owner and person who last paid the general real estate taxes on the building by letter sent by first class mail, return receipt requested, requesting the owner of the building to register the building and submit a vacant building plan with the Building Commissioner.

SEC. 11.7-7 NOTICE OF PUBLIC NUISANCE. In the event any public nuisance exists in connection with the building or premises thereto then the Building Commissioner shall specify in the notice the existence of such nuisance(s).

SEC. 11.7-8 REGISTRATION OF VACANT BUILDINGS. The owner registering a vacant building shall supply the following information:

- A. Name, address, and telephone number of owner.
- B. Name, address, and telephone number of any local agent or representative.

- C. Name, address and telephone number of all persons with any legal interest in the property, building, and premises.
- D. Legal description and tax parcel identification number of the premises on which the building is situated.
- E. The common address of the building.
- F. Date on which building became vacant.
- G. Vacant building plan.

The vacant building registration shall be filed with the Building Commissioner accompanied with a one hundred dollar (\$100.00) filing fee.

Registration of a vacant building shall be valid for a period of six (6) months. If the building is vacant at the expiration of any registration period and requirements of the vacant building plan are not completed, then the owner shall re-register such building and pay another one hundred dollar (\$100.00) filing fee.

If the building is vacant at the expiration of any registration period and the requirements of the vacant building plan are completed, the owner shall re-register such building without filing a new vacant building plan or paying the one hundred dollar (\$100.00) filing fee.

SEC. 11.7-9 OTHER ENFORCEMENT. The registration of a vacant building shall not preclude action by the Town to demolish or force rehabilitation of the building pursuant to other provisions of this code or other law.

SEC. 11.7-10 VACANT BUILDING PLAN. When a building is registered as required herein, the owner or agent shall submit a vacant building plan. The plan shall contain the following:

- A. A plan of action to repair any doors, windows, or other openings which are boarded up or otherwise secured by any means other than conventional methods used in the design of the building or permitted for new construction of similar type. The proposed repair shall result in openings secured by conventional methods used in the design of the building or by methods permitted for new construction of similar type.
- B. For buildings and premises thereof which are identified as being or containing public nuisances, then the vacant building plan shall contain a plan of action to remedy such public nuisance(s).
- C. For each required plan, a time schedule shall be submitted identifying a date of commencement of repair and date of completion of repair for each improperly secured opening and identified nuisance.

- D. When the owner proposes to demolish the vacant building, then the owner shall submit a plan and time schedule for such demolition.
- E. A plan of action to maintain the building and premises thereof in conformance with this Division.

SEC. 11.7-11 APPROVAL OF PLAN. The Building Commissioner shall have sole discretion to approve the proposed vacant building plan in accordance with the standards governing Building Board of Appeals review. If the Building Commissioner approves the plan, notice shall be sent to the owner or agent of the vacant building.

SEC. 11.7-12 AUTHORITY TO MODIFY PLAN AND APPEAL RIGHT. The Building Commissioner shall, upon notice to the vacant building owner or agent, have the right to modify the vacant building plan by altering the dates of performance or the proposed methods of action. If the owner or agent of the vacant building objects to the modifications made by the Building Commissioner, such owner shall have the right of appeal to the Town Building Board of Appeals for final determination. Such appeal shall be filed with the Building Commissioner within ten (10) days of receipt of the Building Commissioner's notice of modification.

SEC. 11.7-13 STANDARDS GOVERNING BUILDING BOARD OF APPEALS REVIEW. In considering the appropriateness of a vacant building plan, the Building Board of Appeals shall consider the following:

- A. The purposes of this Division and intent of the Town Council to minimize the period of time a building is boarded up or otherwise vacant.
- B. The effect of the proposed plan on adjoining property.
- C. The general economic conditions of the community.
- D. The financial condition of the owner.
- E. The cost to implement the proposed plan.
- F. The length of time the building has been vacant.
- G. The presence of any public nuisances on the property.
- H. The relative hardship on or gain to the public as contrasted and compared to the hardship or gain of the owner resulting from approval or modification of the proposed plan.

SEC. 11.7-14 DECISION BY BUILDING BOARD OF APPEAL. The Building Board of Appeals, after considering the testimony of the Building Commissioner, the building owner and any interested person, shall render its decision on the owner's appeal of the Building Commissioner's modifications to the proposed vacant building plan. The Building Board of

Appeals shall have authority to fashion its own vacant building plan or approve the plan submitted by the owner or the plan modified by the Building Commissioner. The decision of the Building Board of Appeals shall be final and constitute the approved vacant building plan.

SEC. 11.7-15 FAILURE TO COMPLY WITH PLAN. Failure to comply with the approved plan shall constitute violation of this Division subjecting the owner of the building to penalties upon conviction as provided in this Chapter.

SEC. 11.7-16 CHANGE OF OWNERSHIP. The vacant building plan shall remain in effect notwithstanding a change in ownership. The new owner is required to file a new registration with the Building Commissioner and supply the name and address and telephone number of the new owner(s). The new registration shall be in the same form as the original registration, however, the one hundred dollar (\$100.00) filing fee shall waived.

SEC. 11.7-17 MAINTENANCE STANDARDS. The owner of a vacant building shall comply with the International Property Maintenance Code as amended from time to time, with specific additions, deletions, insertions, and modifications as hereafter set forth in SEC. 11.4-5.

DIVISION 8– MULTI-FAMILY RENTAL OCCUPANCY LICENSE**SEC. 11.8-1 MULTI-FAMILY RENTAL OCCUPANCY LICENSE.**

- A. License Required. It shall be unlawful for any person, firm, corporation, trust, partnership, or other legal entity, to conduct, keep, manage, or operate, or cause to be conducted, kept, managed or operated any bed and breakfast establishment, apartment, rooming house, multiple-use dwelling, duplex (except the owner-occupied side of the duplex), hotel or motel without the premises having a rental occupancy license issued by the Building Commissioner.
- B. Duration of License. Licenses shall run from January 1 through December 31 of a given year unless sooner terminated or revoked. Licenses shall be specific to one owner and one property and are not transferable without payment of a transfer fee and a completed application from the new owner.
- C. License Application. A written application for a license required by this section shall be submitted to the Building Commissioner on forms provided by the Building Commissioner. The application shall include the address of the property, type of building and number of units, name, street address, mailing address and telephone number of the owner of the property. If the owner is an entity other than a natural person, the application must also include the name, street address and telephone number of the agent of the owner upon whom service of process can be affected, and the name, address and telephone number of any agent responsible for maintenance of the property. Rooming houses which are licensed for 10 or more occupants must also provide a resident agent's name, street address and telephone number. A resident agent is any competent person over 25 years of age residing in McLean County. Notice to an agent or resident agent shall be notice to the owner for all purposes of Chapter 11 of this Code. An owner of property shall include in all lease agreements, a provision which allows the Town access to the premises upon reasonable notice to the tenant for the purpose of the inspections required by this Code.
- D. Inspections.
1. Prior to the issuance of any license pursuant to this section, the Building Commissioner shall cause an inspection to be made of the property, including all public and private areas of the building. The owner shall be responsible for notifying tenants of the inspection and providing the Town of Normal with access to the property including the interior of all dwelling units and all other public and private spaces. Rooming houses which are licensed for 10 or more occupants shall be inspected three times annually.

The Building Commissioner may reduce the number of inspections of rooming houses licensed for 10 or more occupants if the Building Commissioner finds that the building or property has passed three (3)

consecutive inspections and has not had more than three (3) violations of Town ordinances regarding Fire Safety, Building, Property Maintenance, or Zoning codes in a twelve (12) month period. After the Building Commission has reduced the number of inspections of rooming houses licensed for ten (10) or more occupants, the Building Commissioner may increase the number of inspections to three (3) per year if the Building Commissioner finds that the Building or property has failed an inspection or has had more than three violations of Town ordinances regarding Fire Safety, Building, Property Maintenance, or Zoning codes within a twelve (12) month period.

2. No license shall be issued until the building is approved by the Building Commissioner as being in compliance with Town of Normal Fire Safety, Building, Zoning, and Property Maintenance Codes.
3. If a tenant or owner refuses access for purpose of inspection pursuant to this Section, the Town of Normal may seek a search warrant for the purpose of this inspection.

E. Fees. Fees shall be paid and collected as set forth in Chapter 25 of this Code.

F. Revocation. The Building Commissioner may revoke a license by notifying the owner. A license may be revoked upon the occurrence of any of the following events:

1. A violation of Town Code which remains on the property after notice to the owner. The Building Commissioner may assume that a violation remains on the premises if the owner does not arrange for a reinspection and pay a reinspection fee.
2. A change of owner.
3. Discovery of a falsehood on an application.
4. A serious violation of Town Code on the property which causes an immediate and present danger to the occupants or public at large.

G. Appeals.

1. Appeals to the Building Commissioner. An owner may appeal a refusal to issue a license or a revocation of a license, by filing a written appeal to the Building commissioner within 30 days of the notice of revocation or refusal to issue a license. The Building Commissioner shall make due inquiry into the matter and shall respond to the appeal in writing in a final decision within 30 days of the appeal to the Commissioner.

2. Appeals to the Building Board of Appeals. An owner may appeal a final decision of the Building Commissioner to the Building Board of Appeals in the manner provided in SEC. 11.2-5 of the Municipal Code of the Town of Normal, 1969, as amended, except no appeal may be taken after the Town of Normal has initiated legal or administrative proceedings seeking compliance with this Chapter or a fine for violation of this Chapter.
- H. Penalties. Any person or entity found guilty of violating this Section shall be punished by a fine of not less than \$25.00 nor more than \$200.00 for a first offense and not less than Fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) for the second or subsequent offense. A separate and distinct offense shall be regarded as committed each day upon which said violation occurs.

DIVISION 9– SINGLE FAMILY RENTAL OCCUPANCY LICENSE**SEC. 11.9-1 SINGLE FAMILY RENTAL OCCUPANCY LICENSE.**

- A. License Required. It shall be unlawful for any person, firm, corporation, trust, partnership, or other legal entity to allow or permit the occupancy of any rented dwelling unit in the Town of Normal without the premises having a rental occupancy license issued by the Building Commissioner, provided, however, no such license shall be required for any unit licensed pursuant to SEC. 11.4-6 of this Code.
- B. Duration of License. Licenses shall run from January 1 through December 31 of a given year unless sooner terminated or revoked. Licenses shall be specific to one owner and one property and are not transferable without payment of a transfer fee and a completed application from the new owner.
- C. License Application. A written application for a license required by this section shall be submitted to the Building Commissioner on forms provided by the Building Commissioner. The application shall include the address of the property, type of building and number of units, name, street address, mailing address and telephone number of the owner of the property. If the owner is an entity other than a natural person, the application must also include the name, street address and telephone number of the agent of the owner, upon whom service of process can be affected, and the name, address and telephone number of any agent responsible for maintenance of the property. Notice to an agent shall be notice to the owner for all purposes of Chapter 11 of this Code. An owner of property shall include in all lease agreements, a provision which allows the Town access to the premises upon reasonable notice to the tenant for the purpose of the inspections required by this Code. The owner shall provide to the Town of Normal a document signed by all tenants of a building subject to this Section that no more than the permitted number of unrelated persons may reside in the premises. The document shall state the number of unrelated persons permitted to reside in the premises. If more than the permitted number of tenants are named in the document, the document must contain the exact nature of the family relationship of the tenants.
- D. Inspections. Prior to the issuance of an initial license pursuant to this section, the Building Commissioner shall cause an inspection to be made of the property, including all public and private areas of the building. The owner shall be responsible for notifying tenants of the inspection and providing the Town of Normal with access to the property including the interior of all dwelling units and all other public and private spaces. No license shall be issued until the building has been inspected and approved by the Building Commissioner. After the initial license has been issued, any building subject to this Section shall be subject to random inspections, re-inspections upon a failure to pass a prior inspection, inspections at the request of a tenant or owner, and inspections based on a reasonable suspicion of a violation. No building will be subject to a random

inspection more than once in one year. If a tenant or owner refuses access for purpose of inspection pursuant to this Section, the Town of Normal may seek a search warrant for the purpose of an inspection. (Amended 12/15/08 by Ord. No. 5232)

- E. Fees. Fees shall be paid and collected as set forth in Chapter 25 of this Code.
- F. Revocation. The Building Commissioner may revoke a license by notifying the owner in writing. A license revocation shall take effect 14 days after a notice of revocation is sent to the owner. Prior to the effective date of a revocation, a property owner can ask for a hearing in front of the Building Commissioner. The Building Commissioner shall hold a hearing on the revocation and shall issue a ruling in writing within seven days of the conclusion of the hearing. A license may be revoked upon the occurrence of any of the following events:
1. A violation of Town Code which remains on the property after notice to the owner. The Building Commissioner may assume that a violation remains on the premises if the owner does not arrange for a reinspection and pay a reinspection fee.
 2. A change of owner.
 3. Discovery of a falsehood on an application.
 4. A serious violation of Town Code on the property which causes an immediate and present danger to the occupants or public at large.
- G. Appeals.
1. Appeals to the Building Commissioner. An owner may appeal a refusal to issue a license by filing a written appeal to the Building Commissioner within 30 days of the notice of refusal to issue a license. The Building Commissioner shall make due inquiry into the matter and shall respond to the appeal in writing in a final decision within 30 days of the appeal to the Commissioner.
 3. Appeals to the Building Board of Appeals. An owner may appeal a final decision of the Building Commissioner to the Building Board of Appeals in the manner provided in SEC. 11.2-5 of the Municipal Code of the Town of Normal, 1969, as amended except no appeal may be taken after the Town of Normal has initiated legal or administrative proceedings seeking compliance with this Chapter or fines for a violation of this Chapter..

- H. Penalties. Any person or entity found guilty of violating this Section shall be punished by a fine of not less than \$25.00 nor more than \$200.00 for a first offense and not less than Fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) for the second or subsequent offense. A separate and distinct offense shall be regarded as committed each day upon which said violation occurs.

(Comprehensive Amendment of Chapter 11 on 1/4/2016 by Ord. No. 5614)