

CITY OF KEIZER MISSION STATEMENT
**KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY
PROVIDING BASIC CITY SERVICES TO THE COMMUNITY IN A
COORDINATED, EFFICIENT AND LEAST COST FASHION**

A G E N D A
KEIZER CITY COUNCIL
SPECIAL WORK SESSION

Monday, July 12, 1993

7:00 p.m.

**Robert L. Simon Council Chambers
Keizer City Hall
Keizer, Oregon 97303**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC TESTIMONY

This time is provided for citizens to address the Council on matters not on the agenda.

4. DISCUSSION

a. Housing Issues

5. OTHER BUSINESS

This time is provided to allow Council members the opportunity to bring matters before the Council which are not on tonight's agenda.

6. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications and petitions.

7. ADJOURN

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Multi-Family Housing

HOME Program

Program Elements

- Provision of funds to assist with rehabilitation of apartment complexes
- May be either grants or low-interest loans
- Each individual project proposed and approved on a case-by-case basis - judged by criteria and fund availability

Administration Options

- Establish a Keizer staff
- Establish a housing consortium with Salem thereby authorizing Salem to administer within Keizer.

Funding Sources

- Federal HOME program
- Matching funds (25% for rehabilitation projects)
 - City General Fund**
 - City Bond Funds**
 - Urban Renewal Funds**
 - City contribution through other activities (i.e. street construction, sewer improvements, etc.)**
 - Interest rate write-down**
 - Tax credits**
 - State Housing Trust Fund**
 - Etc.**

Requirements

- Enter into consortium agreement and notify HUD by July 1
- Develop and adopt Comprehensive Housing Affordability Strategy (CHAS)
- Develop and adopt housing code setting minimum standards for fire, life, and safety
- Evaluate project proposals for conformance with CHAS

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Multi-Family Housing

Community Development Block Grant

Program Elements

- Provision of funds to assist with rehabilitation of apartment complexes
- Provision of funds to assist with rehabilitation of mobile home parks with rental housing
- May be either grants or low-interest loans
- Funds available for many other projects such as public infrastructure development and rehabilitation.
- Each individual project proposed and approved on a case-by-case basis - judged by criteria and fund availability - must apply to and be approved by State

Administration Options

- Grantsmanship and financial management must be done by Keizer
- Administer housing grants & loans in-house
- Contract with Salem to administer housing grants & loans
- Contract with private housing corporation to administer housing grants & loans
- Non-housing projects administered by Keizer

Funding Sources

- CDBG through State of Oregon Economic Development Department

Requirements

- Develop and adopt Comprehensive Housing Affordability Strategy (CHAS)
- Develop and adopt housing code setting minimum standards for fire, life, and safety
- Evaluate project proposals for conformance with CHAS

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Multi-Family Housing

Multi-Family Housing Licensing Program

Program Elements (potential)

- All multi-family housing is licensed
- All mobile home parks are licensed
- All single-family rentals are licensed

Administration Options

- Keizer staff - inspector and clerk
- Contract with Salem
- Contract with private building agency

Funding Sources

- Self supporting through license fees

Requirements

- Adopt housing code
- Adopt program implementation measures

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Multi-Family Housing

Renewal Agency Housing Program

Program Elements

- Provision of funds to assist with rehabilitation of apartment complexes
- Provision of funds to assist with rehabilitation of mobile home parks with rental housing
- Acquisition of apartment and/or mobile home complexes for rehabilitation and either operation or resale
- May be either grants or low-interest loans
- Applies only within renewal district

Administration Options

- Keizer staff - inspector and clerk
- Contract with Salem
- Contract with private building agency

Funding Sources

- Urban Renewal Agency budget
- Increment revenue
- Bond proceeds

Requirements

- Adopt housing code
- Adopt program implementation measures

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Multi-Family Housing

Chronic Nuisance Ordinance

Program Elements

Violations of criminal and civil laws and general law enforcement involvement at individual sites is tracked

Sites with chronic problems can be shut down for a period of time, including closing housing complexes

Gives strong motivation to keep housing complexes "cleaned up"

Requirements can be a "push" to rehabilitation, with other rehabilitation moneys offered as a "carrot"

Administration Options

Administered through code enforcement function

Code Enforcement housed in Police or Community Development Departments

Funding Sources

General Fund

Building Permit revenue

Tie to Multi-Family licensing program

Requirements

Adoption of Chronic Nuisance Ordinance

Adopt program implementation measures

Housing Options for the City of Keizer

June 16, 1993 draft

Rehabilitation of Single Family Housing

Community Development Block Grant

Program Elements

Provision of funds to assist with rehabilitation of low and moderate income owner occupied single family houses to meet housing code

Provision of funds to assist with targeted repairs of low and moderate income owner occupied single family houses to fix specific exterior features, such as roof and gutters

May be either grants or low-interest loans

Funds available for many other projects such as public infrastructure development and rehabilitation.

Each individual project proposed and approved on a case-by-case basis - judged by criteria and fund availability

Administration Options

Grantsmanship and financial management must be done by Keizer

Administer housing grants & loans in-house

Contract with Salem to administer housing grants & loans

Contract with private housing corporation to administer housing grants & loans

Non-housing projects administered by Keizer

Funding Sources

CDBG through State of Oregon Economic Development Department

Requirements

Develop and adopt Comprehensive Housing Affordability Strategy (CHAS)

Develop and adopt housing code setting minimum standards for fire, life, and safety

Evaluate project proposals for conformance with CHAS

Adopt program implementation measures

Housing Options for the City of Keizer

June 16, 1993 draft

First Time Home Buyer

HOME Program

Program Elements

Provision of 2nd mortgages so that low to moderate low-income home buyers can qualify for conventional first mortgages

2nd is a lien on the property without regular repayment

Administration Options

Establish a Keizer staff

Establish a housing consortium with Salem thereby authorizing Salem to administer within Keizer.

Funding Sources

Federal HOME program

Matching funds (25% for rehabilitation projects - 30% for new construction)

City General Fund

City Bond Funds

Urban Renewal Funds

City contribution through other activities (i.e. street construction, sewer improvements, etc.)

Interest rate write-down

Tax credits

State Housing Trust Fund

Etc.

Requirements

Enter into consortium agreement and notify HUD by July 1

Develop and adopt Comprehensive Housing Affordability Strategy (CHAS)

Evaluate project proposals for conformance with CHAS

Housing Options for the City of Keizer

June 16, 1993 draft

First Time Home Buyer

Community Development Block Grant

Program Elements

- Provision of 2nd mortgages so that low to moderate low-income home buyers can qualify for conventional first mortgages
- 2nd is a lien on the property without regular repayment
- Can be forgiven after 20 years of ownership - other options available

Administration Options

- Grantsmanship and financial management must be done by Keizer
- Administer in-house
- Contract with Salem to administer

Funding Sources

- CDBG through State of Oregon Economic Development Department

Requirements

- Develop and adopt Comprehensive Housing Affordability Strategy (CHAS)
- Evaluate project proposals for conformance with CHAS
- Adopt program implementation measures

City of Keizer

Housing Workshop

July 12, 1993
7:00 PM - 9:00 PM
Council Chambers

Purpose

The purpose of this workshop is to continue the process of implementing the vision statement: *All Housing in Keizer shall be safe and sanitary.*

The Council has acknowledged there are unacceptable housing situations in Keizer. Over the next year, the City Council will continue to make decisions on how to deal with these housing situations. This workshop is intended to set the stage for this decision making. It will be an informal brainstorming session to address the following points:

- What to anticipate and expect as the urban area Comprehensive Housing Affordability Strategy (CHAS) is developed.
- What other communities are doing to address their housing condition problems.
- What tools are available to address housing condition problems in Keizer.

It is hoped that at the end of the workshop Council will reach consensus on general strategies for addressing housing issues, giving staff direction on the specific tools that should be pursued for adoption and implementation in Keizer.

Housing Workshop Agenda

INTRODUCTION - 7:00

REVIEW OF CURRENT HOUSING PROGRAMS AND ACTIVITIES IN KEIZER - 7:05

John Morgan will recap the various programs that are operating and that are in formation.

DISCUSSION OF THE CHAS AND THE PROCESS FOR ITS DEVELOPMENT - 7:10

John Russell of the Salem Department of Community Development will discuss the upcoming urban area CHAS and process for its development, including how Keizer's Council and staff will be involved. John will provide copies of the scope of work and work program to the Council. Bob French, Keizer's representative on the Housing Advisory Committee, which will be the advisory committee during the development of the CHAS, will also be at the meeting to participate in this discussion. Copies of the 1992 Salem CHAS are attached for the Council's background information.

DISCUSSION OF HOUSING NEEDS AND THE TOOLS FOR ADDRESSING THEM - 7:25

There is some consensus at this time that the best focus for addressing housing conditions in Keizer is maintenance of the existing housing stock. Therefore, this workshop focuses on housing repair and rehabilitation. Several tools have been identified for addressing these issues. Attached to this report are one-page briefing sheets on each of these tools. They are broken down by the type of activity, including multi-family rehabilitation, single-family rehabilitation, and first-time home buyer.

The sheet on a first-time home buyer program is included as it may be of some interest. HOME is included as an option since, while the City has agreed to become eligible for the HOME program, ways to specifically use HOME funding have not been explored.

Several speakers will present information on the housing programs. These presentations will be approximately 10 minutes in length leaving time for questions and discussion. Topics and speakers include:

HOME Program - John Russell, City of Salem

Community Development Block Grants - Oregon Department of Economic Development Representative

Multi-Family Licensing Program - John Elegant, Salem Building & Safety Division
(Copies of Salem's multi-family licensing ordinance, housing code, and several other items that help to describe the program are attached.)

Renewal Agency Housing Program - John Morgan, City of Keizer

Chronic Nuisance Ordinance - Skip Wendolowski, City of Keizer & John Elegant, City of Salem (A draft Chronic Nuisance Ordinance is attached)

SETTING DIRECTION - 8:45

Staff is looking to Council for direction on how to proceed with housing issues.
Specific questions include:

- Additional information the Council desires on any of these topics.
- Clarification of the Council's involvement in the development of the CHAS prior to the adoption process.
- Direction on the types of programs that should be pursued.
- Identification of any specific housing projects to be pursued in the near term.

ADJOURN - 9:00



Salem Housing Code

COMMUNITY DEVELOPMENT STANDARDS

CHAPTER 59

HOUSING CODE

TITLE AND SCOPE

- 59.001. Repealed
- 59.002. Short Title
- 59.003. Repealed
- 59.004. Purpose
- 59.005. Repealed
- 59.006. Scope
- 59.008. Effect of Compliance with New Construction Codes
- 59.010. Repealed
- 59.015. Definitions
- 59.020. Repealed
- 59.025. Additional Definitions
- 59.030. Repealed
- 59.035. Occupancies Defined

ENFORCEMENT

- 59.040. Repealed
- 59.045. Enforcement, Generally; Right of Inspection
- 59.050. Repealed
- 59.055. Responsibility
- 59.060. Repealed
- 59.065. Correction Notice and Order
- 59.070. Repealed
- 59.075. Service of Notice and Order
- 59.080. Repealed
- 59.085. Effect of Defective or Incomplete Service

PERMITS AND INSPECTIONS

- 59.090. Repealed
- 59.092. FHA Inspection Fee
- 59.095. Final Orders
- 59.100. Repealed
- 59.105. Appeals
- 59.110. Repealed
- 59.112. Repealed
- 59.115. Grounds for Appeal

DEFINITIONS

- 59.120. Repealed
- 59.125. Group R-1 Occupancy Certificates, Generally

SPACE AND OCCUPANCY STANDARDS

- 59.130. Repealed
- 59.135. Effect of Certificate; Reinspection
- 59.140. Repealed

CONSTRUCTION AND OCCUPANCY REQUIREMENTS

- 59.145. Structural Requirements
- 59.150. Repealed
- 59.155. Fire-Resistive Separation
- 59.160. Repealed
- 59.165. Occupancy Load
- 59.170. Repealed

EXITS, DOORS, AND STAIRWAYS

- 59.175. Exits, Generally

STRUCTURAL REQUIREMENTS

- 59.180. Repealed
- 59.185. Additional Requirements for Exits in Group R-1 Occupancies

MECHANICAL REQUIREMENTS

- 59.190. Repealed
- 59.195. Doors, Generally

EXITS

- 59.200. Repealed
- 59.205. Additional Requirements for Doors in Group R-1 Occupancies

FIRE PROTECTION

- 59.210. Repealed
- 59.215. Stairways in Group R-1 Occupancies

SUBSTANDARD BUILDINGS

- 59.220. Repealed
- 59.225. Stairways in Group R-3 Occupancies
- 59.235. Guardrails

ELECTRICAL, HEATING, AND VENTILATION REQUIREMENTS

- 59.240. Electrical Requirements
- 59.250. Lighting Requirements
- 59.260. Heating Requirements
- 59.270. Ventilation Requirements

SANITATION REQUIREMENTS

- 59.280. Sanitation Requirements, Generally
- 59.290. Additional Sanitation Requirements for Group R-1 Occupancies
- 59.300. to 59.980. Reserved for Expansion

VIOLATIONS

- 59.990. Violations

COMMUNITY DEVELOPMENT STANDARDS

TITLE AND SCOPE

59.001. Repealed. (Ord No. 192-73;Ord No. 135-75)

59.002. SHORT TITLE. This chapter shall be known and may be cited as the Salem Housing Code. (Ord No. 135-75)

59.003. Repealed. (Ord No. 192-73;Ord No. 135-75)

59.004. PURPOSE. The purpose of this chapter is to provide minimum requirements for the protection of life, limb, health, property, safety, and welfare of the general public and the owners, occupants, and users of residential buildings. Nothing in this chapter shall be construed to authorize any work for which a permit is required under the UBC, UMC, UPC, or NEC to be done other than in accordance with all applicable provisions of such codes. (Ord No. 135-75)

59.005. Repealed. (Ord No. 192-73;Ord No. 35-74;Ord No. 135-75)

59.006. SCOPE. (a) The provisions of this chapter shall apply to all Group R-1 and R-3 occupancies as hereinafter defined as well as nursing homes and residential care homes as those terms are defined by SRC 32.144 and 32.146 respectively. Such occupancies lawfully in existence on September 9, 1975, may be continued provided they are maintained in compliance with the provisions of this chapter. Where any building contains more than one occupancy, the provisions of this chapter shall be applied to each separate occupancy within its scope as if each occupancy were a separate building.

(b) Each mobile home, trailer, and recreational vehicle which is used as a residence and which does not meet the requirements prescribed pursuant to ORS 446.002 to 446.200 shall comply with all of the requirements of this Code for Group R-3 occupancies, whether or not such mobile home, trailer, or recreational vehicle is placed on a permanent foundation or otherwise affixed to real property. (Ord No. 135-75;Ord No. 14-81;Ord No. 92-83)

59.008. EFFECT OF COMPLIANCE WITH NEW CONSTRUCTION CODES. It is not the intent of this chapter to impose any requirement more stringent than those contained in the UBC, the UMC, the UPC, and the NEC. Therefore, any design, material, or method of construction which would satisfy all applicable requirements of such codes for identical new construction shall be deemed approved for use under this chapter, notwithstanding any requirement herein which would be apparently more restrictive. (Ord No. 135-75)

59.010. Repealed. (Ord No. 192-73)

59.015. DEFINITIONS. As used in this chapter, except where the context otherwise requires:

(a) "Attic" means the unfinished, nonhabitable part of the building between the roof and the ceiling immediately below.

(b) "Building" includes structures so defined in the UBC, and also includes mobile homes, trailers, and recreational vehicles within the scope of this chapter as provided in SRC 59.006.

(c) "Ceiling height" means the clear vertical distance between the finished floor and the finished ceiling.

(d) "Superficial floor area" means the net floor area within the enclosing walls of a room, excluding built-in equipment such as wardrobes, cabinets, kitchen units, or fixtures and excluding all space where the ceiling height is less than four feet.

(e) "Window" means a glazed opening, including glazed portions of doors, which directly admits natural light from the outdoors; and, if openable, opens directly upon the outdoors. (Ord No. 135-75)

59.020. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.025. ADDITIONAL DEFINITIONS. As used in this chapter, words defined in the UBC, UMC, UPC, or NEC, as adopted in Title V of this Code, shall have the meanings set forth in such codes, except where the context otherwise requires. (Ord No. 135-75)

59.030. Repealed. (Ord No. 177-69;Ord No. 140-71;Ord No. 192-73)

59.035. OCCUPANCIES DEFINED. As used in this chapter:

(a) "Group R-1 occupancy" means a building which contains three or more dwelling units, whether or not the units are under common ownership; or which is used for a hotel or apartment house; or which would otherwise be classified as a "Group R-1 Occupancy" under the UBC.

(b) "Group R-3 occupancy" means a dwelling or lodging house. (Ord No. 135-75;Ord No. 14-81)

ENFORCEMENT

59.040. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.045. ENFORCEMENT, GENERALLY; RIGHT OF INSPECTION. The building official is hereby authorized and directed to administer and enforce all of the provisions of this chapter. The building official is further authorized to make inspections and reinspections of each building within the scope of this chapter and, in furtherance thereof, to seek inspection warrants

COMMUNITY DEVELOPMENT STANDARDS

pursuant to SRC 2.821 to 2.829. (Ord No. 135-75)

59.050. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.055. RESPONSIBILITY. (a) Notwithstanding any other responsibility imposed upon an occupant pursuant to this chapter, or pursuant to contract or agreement between owner and occupant, every owner remains personally and severally liable for maintaining any Group R-1 or R-3 occupancy owned by him in full compliance with the provisions of this chapter.

(b) Where an owner has appointed an agent or manager with substantial power to act on his behalf in maintaining and supervising the premises of any Group R-1 or R-3 occupancy, any such person shall be personally and severally responsible to the same extent as the owner for maintaining any such occupancy in full compliance with the provisions of this chapter; provided, however, such manager shall have no responsibility to make any alterations or repairs to a building in direct disobedience of the written direction of the owner who employs him.

(c) Where the premises are owned by an estate, a trust, a person whose assets are in receivership, a ward whose assets are subject to a guardianship or conservatorship, or any other person or entity subject of some similar legal disability whose assets are being administered by a fiduciary, the trustee, administrator, personal representative, receiver, guardian, conservator, or other fiduciary responsible for administering the assets shall be personally and severally responsible to the same extent as the owner for maintaining any Group R-1 or R-3 occupancy which is one of the assets in full compliance with the provisions of this chapter; provided, however, such person shall have no responsibility to make any alterations or repairs to a building in disobedience of any written order of a court having jurisdiction over the assets.

(d) Every occupant of a Group R-1 or R-3 occupancy who is not the owner or other responsible person as defined in subsections (b) or (c) of this section, shall be personally and severally responsible for maintaining those portions of the premises occupied by him in full compliance with the provisions of this chapter; provided, however, no such occupant shall be responsible for making any alterations or repairs for which a permit is required pursuant to any provision in Title V of this Code. (Ord No. 135-75;Ord No. 14-81)

59.060. Repealed. (Ord No. 192-73)

59.065. CORRECTION NOTICE AND ORDER. Whenever the building official or any of his inspectors has determined, after inspection, that any of the provisions of SRC 59.145 to 59.290 is not met by a particular building within the scope of this chapter, he shall

cause a notice and order to be issued and served as provided in SRC 59.075. The notice and order shall be dated, and shall contain:

(a) The names of any of the persons responsible pursuant to SRC 59.055 to whom the notice and order are directed;

(b) The street address of the premises upon which the building is located;

(c) A designation sufficient to identify any separate dwelling unit in a multiunit building to which the notice and order applies;

(d) A designation of the building's occupancy classification;

(e) A brief description of the condition or conditions which do not conform to the requirements of SRC 59.145 to 59.290;

(f) A general description of corrective action necessary to make the building conform to such provisions, and a statement as to whether or not a permit will be required for such work;

(g) An order requiring that such corrections be made and approved by the building official within 180 days of the date of service of the notice and order;

(h) An order requiring that all required permits be obtained within 30 days of the date of service of the notice and order;

(i) A notice that in lieu of making any corrections, the owner may cause the building to be demolished and the premises made safe and sanitary as required by the provisions of this Code, provided that permits are obtained and the work is completed within the above time limits.

(j) A notice in substantially the following form:

YOU HAVE A RIGHT TO APPEAL

You may appeal this notice and order to the Community Development Board of Appeals by filing written Notice of Appeal with the building official of the City of Salem within 30 days of the date this notice and order was served on you. Failure to appeal within that time forfeits your right of appeal, unless the Community Development Board of Appeals, for good cause shown, extends the time for appeal.

(k) The signature of the building official or inspector acting under his jurisdiction.

(l) The date upon which the premises were last inspected. (Ord No. 135-75)

59.070. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.075. SERVICE OF NOTICE AND ORDER. A copy of the notice and order shall be served on the person responsible by either personal service or registered mail sent to the person's last known address. Refusal to accept personal service or registered mail shall be deemed adequate service under this section, and the person so refusing shall be, in all respects, bound to comply with the notice and order. (Ord No. 135-75)

59.080. Repealed. (Ord No. 177-69;Ord No. 192-73)

COMMUNITY DEVELOPMENT STANDARDS

59.085. EFFECT OF DEFECTIVE OR INCOMPLETE SERVICE. (a) A notice and order which substantially conforms to the requirements of SRC 59.065, though defective in a matter of form not affecting the substance thereof, or the substantial rights of the persons responsible, shall be deemed adequate and effective.

(b) A substantial defect in the notice and order, or in service of the notice and order, may later be corrected by the building official, and the time limits for compliance, permits, and appeal shall commence to run from the date the defect was cured and served on the persons responsible.

(c) A notice and order properly served upon one of the persons responsible shall be valid, effective, and enforceable as against him notwithstanding any defect in or failure to serve a notice and order upon other responsible persons. (Ord No. 135-75)

PERMITS AND INSPECTIONS

59.090. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.092.FHA INSPECTION FEE. Whenever a city inspection is performed in connection with a Federal Housing Administration loan there shall be charged a \$100 inspection fee. (Ord No. 54-86)

59.095. FINAL ORDERS. (a) As used in this chapter, and particularly SRC 59.990, the term "final order" means a notice and order which has not been appealed within the time provided in SRC 59.105; or, having been appealed, has been sustained or modified by the board and has not been further appealed to the common council within the time provided in SRC 4.070; or, having been sustained or modified by the board on appeal, and having been further appealed to the common council, has been sustained or modified by council.

(b) The term "final order" also includes a determination by the Community Development Board of Appeals upon a "show cause citation" issued pursuant to SRC 4.035 which has not been appealed to the common council within the time provided in SRC 4.070; or, having been appealed, has been sustained or modified by council. (Ord No. 135-75)

59.100. Repealed. (Ord No. 140-71;Ord No. 48-73;Ord No. 192-73)

59.105. APPEALS. (a) Any person upon whom a notice and order is served pursuant to SRC 59.095, shall have the right to appeal from the notice and order to the Community Development Board of Appeals by filing written notice of appeal with the building official within 30 days of service of the notice and order, or correction pursuant to SRC 59.085.

(b) Appeals shall be heard and disposed of as provided in chapter 4 of this Code.

(c) Notwithstanding the provisions of SRC

4.040, the board may extend the time for appeal by no more than 60 days upon good cause shown. (Ord No. 135-75)

59.110. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.112. Repealed. (Ord No. 108-71;Ord No. 192-73)

59.115. GROUNDS FOR APPEAL. The appellant shall specify one or more of the following grounds in taking appeal as provided in SRC 4.040:

(a) An erroneous finding of fact by the building official or inspector;

(b) An erroneous interpretation or application of a particular provision of SRC 59.145 to 59.290 by the building official or inspector.

(c) An erroneous judgment of the building official or inspector as to approvals required under this chapter.

(d) An alternate material, method of construction, safety measure or like alternative to the specific provision cited by the building official or inspector, which alternative accomplishes the purpose and intent of the provision cited, and is, in all respects, its equal or better in according fire protection, safety, durability, sanitation, and strength in the particular application proposed by the appellant.

(e) The time limits set forth in the notice and order are unreasonable as applied to the appellant, and represent an undue hardship where a specific extension thereof would permit and encourage required corrections to be made within a reasonable time, and would not substantially increase the risk of harm to persons or irreparable property damage or deterioration. Indefinite extensions shall not be granted, nor shall extensions of time be used as a means of waiving the requirements of this chapter. (Ord No. 135-75)

DEFINITIONS

59.120. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.125. GROUP R-1 OCCUPANCY CERTIFICATES, GENERALLY. (a) After inspection, when it is determined that a Group R-1 occupancy satisfies all applicable requirements of this chapter, the building official shall issue a Certificate of Inspection which shall contain the following:

(1) The address of the building.

(2) The name and address of the owner.

(3) A description of that portion of the building for which the certificate is issued.

(4) A statement that the described portion of the building complies with the requirements of this chapter for Group R-1 occupancy, and the specific use for which the occupancy is classified.

(5) The signature of the building official.

COMMUNITY DEVELOPMENT STANDARDS

- (6) The occupant load.
- (7) The fire zone in which the building is located.

(8) The date of inspection upon which the certificate is based.

(b) The Certificate of Inspection shall be posted and maintained in a conspicuous place on the premises by the persons responsible under SRC 59.055.

(c) It shall be unlawful for any person to cause, suffer, or permit the use or occupancy of any dwelling unit or guest room in a Group R-1 occupancy at any time when the inspection certificate issued under this section is not displayed as herein required, or when such certificate has been revoked as provided in SRC 59.135. (Ord No. 135-75; Ord No. 14-81)

SPACE AND OCCUPANCY STANDARDS

59.130. Repealed. (Ord No. 177-69; Ord No. 140-71; Ord No. 192-73)

59.135. EFFECT OF CERTIFICATE; REINSPECTION. (a) The issuance of a Certificate of Inspection shall be conclusive evidence that as of the date of inspection appearing thereon the building was constructed and maintained in compliance with the provisions of this chapter.

(b) Notwithstanding the issuance of a Certificate of Inspection, the authority of the building official to inspect premises within the scope of this chapter shall remain undiminished and in effect to the same extent as though such certificate had not been issued.

(c) If any reinspection discloses any condition upon the premises which does not conform to the requirements of this chapter, the building official may revoke and remove the Certificate of Inspection, and issue a notice and order as provided in SRC 59.065; provided, however, that any condition approved through the appeal process as provided in SRC 59.105 shall not thereafter be cited as a violation if it has been maintained in at least as safe, sound, and sanitary a condition as existed at the time of the appeal, and has not been materially altered.

(d) If any reinspection discloses that the building continues to conform to the requirements of this chapter, the building official shall remove the Certificate of Inspection and issue a new one as provided in SRC 59.125. (Ord No. 135-75)

59.140. Repealed. (Ord No. 177-69; Ord No. 140-71; Ord No. 192-73)

CONSTRUCTION AND OCCUPANCY REQUIREMENTS

59.145. STRUCTURAL REQUIREMENTS. (a) Buildings or structures may be of any type of construction permitted by the UBC. Roofs, floors, walls, fireplaces, chimneys, foundations

and all other structural components of buildings shall be capable of resisting any and all forces and loads to which they may be subjected. All structural elements shall be proportioned and joined in accordance with the design criteria specified in the appropriate sections of the UBC.

(b) All wood shall be protected against insect damage and other decay. Exterior surfaces shall be protected in an approved manner from damage resulting from moisture penetration.

(c) Access to all attic and underfloor areas shall be provided by means of openings not less than 14 inches by 24 inches in size. (Ord No. 135-75)

59.150. Repealed. (Ord No. 177-69; Ord No. 140-71; Ord No. 192-73)

59.155. FIRE-RESISTIVE SEPARATION. (a) When a building is used for more than one occupancy purpose, each part of the building comprising a distinct "occupancy," as described in Table S-A of the UBC, shall be separated from each other occupancy in the building by not less than a "One Hour Fire-Resistive Occupancy Separation" meeting the requirements for such occupancy separations specified in the UBC. (See UBC Sec. 503(c) and UBC Ch. 43 for detailed requirements.)

(b) In Group R-1 occupancies, each room containing a boiler or central heating plant shall be separated from the rest of the building by not less than a "One Hour Fire-Resistive Occupancy Separation" as specified in subsection (a) of this section.

(c) An approved fire sprinkler system may be used in lieu of fire-resistive separation as otherwise required by this section. (Ord No. 135-75; Ord No. 14-81)

59.160. Repealed. (Ord No. 177-69; Ord No. 140-71; Ord No. 192-73)

59.165. OCCUPANCY LOAD. (a) The occupancy load for any Group R-1 or R-3 occupancy shall be determined by dividing the total superficial floor area of the occupancy by 200, and rounding any fraction to the next higher whole number.

(b) A building within the scope of this chapter shall not be used, designed, or equipped for use by or for more occupants than the occupancy load determined under subsection (a) of this section. (Ord No. 135-75; Ord No. 14-81)

59.170. Repealed. (Ord No. 192-73)

EXITS, DOORS, AND STAIRWAYS

59.175. EXITS, GENERALLY. (a) Each habitable room shall be served by at least one exit meeting the requirements of this chapter.

(b) Each sleeping room shall have at least one window or door approved for emergency egress or rescue unless the room is served by an approved fire warning system meeting the

COMMUNITY DEVELOPMENT STANDARDS

requirements of UBC Sec. 1310(a) or 1413 as applicable. A window with a net clear openable area of not less than five square feet, no dimension less than 22 inches and a sill not more than 48 inches above the floor shall be deemed to meet the requirements of this subsection.

(c) In buildings housing more than one dwelling unit, each dwelling unit shall be served by an exit which does not pass through any other dwelling unit. As used in this subsection, foyers, entrance halls, lobbies, common corridors, yards, or courts to which all tenants served thereby have unrestricted access shall not be considered as part of any single dwelling unit.

(d) No part of any required exit shall be less than 28 inches in clear, openable width; nor less than six feet six inches in clear height except as provided for stairways under SRC 59.215 and 59.225.

(e) No obstructions shall be placed in the required width of an exit except such projections as are permitted by this chapter or chapter 33 of the UBC. (Ord No. 135-75)

STRUCTURAL REQUIREMENTS

59.180. Repealed. (Ord No. 177-69;Ord No. 307;Ord No. 140-71;Ord No. 192-73)

59.185. ADDITIONAL REQUIREMENTS FOR EXITS IN GROUP R-1 OCCUPANCIES.

(a) A Group R-1 occupancy shall have not less than the number of exits required by UBC Sec. 3302(a).

(b) No part of any required exit in a Group R-1 occupancy shall be less than the width provided under UBC Sec. 3302(b).

(c) Where more than one exit is required they shall be so arranged and spaced that if one is blocked, the occupants of each sleeping room have reasonable access to another exit.

(d) The maximum distance of travel from any point to an exterior exit door, horizontal exit, exit passageway, or enclosed stairway in a building not equipped with an automatic fire extinguishing system throughout shall not exceed 150 feet.

(e) All exitways serving more than one dwelling unit or guest room shall be adequately lighted at all times, with light having an intensity of not less than one foot candle at floor level. (Ord No. 135-75;Ord No. 14-81)

MECHANICAL REQUIREMENTS

59.190. Repealed. (Ord No. 140-71;Ord No. 192-73)

59.195. DOORS, GENERALLY. (a) There shall be a floor or landing on each side of any door. The floor or landing shall be not more than one-half inch lower than the threshold of the doorway. Where a door opens over a landing, no dimension of the landing shall be less than the width of the door, or three feet, whichever is greater.

(b) Notwithstanding subsection (a) of this section, in Group R-3 occupancies and within individual units of Group R-1 occupancies, a door may open on the top step of a flight of stairs or on an exterior landing provided the door does not swing over the top step or exterior landing, and the landing is not more than seven and one-half inches below the level of the floor on the opposite side of the doorway.

(c) Doors which are part of a required exitway shall be so finished or marked that they are readily distinguishable from the adjacent construction. (Ord No. 135-75;Ord No. 14-81)

EXITS

59.200. Repealed. (Ord No. 177-69;Ord No. 140-71;Ord No. 192-73)

59.205. ADDITIONAL REQUIREMENTS FOR DOORS IN GROUP R-1 OCCUPANCIES.

(a) Exit doors shall swing in the direction of exit travel when serving any hazardous area or when serving an occupant load of 50 or more.

(b) Double acting doors shall not be used in exits serving a tributary occupant load of more than 100; nor shall they be used as part of a fire assembly, nor equipped with panic hardware. Except within individual dwelling units in apartment houses, and guest rooms in hotels, double acting doors shall be provided with a view panel of not less than 200 square inches.

(c) Exit doors shall be operable from the inside without the use of a key or any special knowledge or effort.

(d) Glass doors shall conform to the requirements specified in UBC Sec. 5406.

(e) Every doorway in a required exit shall be of a size such as to permit the installation of a door not less than three feet in width and not less than six feet eight inches in height. Doors installed therein shall be capable of opening at least 90 degrees and shall be so mounted that the clear width of the exitway is not less than 28 inches. In computing the exit width required under subsection (b) of SRC 59.185, the net dimension of the exitway shall be used.

(f) The ceiling height of every room, corridor, or other portion of the building forming part of a required exit shall be not less than six feet ten inches, except as provided for stairways under SRC 59.215.

(g) No leaf of an exit door shall exceed four feet in width.

(h) Revolving, sliding, and overhead doors shall not be used in required exits. Approved power operated doors may be used for exit purposes. (Ord No. 135-75;Ord No. 14-81)

FIRE PROTECTION

59.210. Repealed. (Ord No. 177-69;Ord No. 140-71;Ord No. 192-73)

59.215. STAIRWAYS IN GROUP R-1 OCCUPANCIES. (a) All stairways in Group R-1

COMMUNITY DEVELOPMENT STANDARDS

occupancies shall conform to the requirements of UBC Sec. 3305 except that the following exemptions are allowed in the case of stairways constructed prior to September 9, 1975, and which have not been altered since that date:

(1) Headroom clearance of not less than five feet ten inches is permitted if approved protective padding is applied to the soffit above, and any projection which reduces headroom clearance to less than six feet six inches is lighted and is marked or otherwise finished so as to readily distinguish it from adjacent construction.

(2) Tread and riser dimensions of the bottom step of a stairway which falls within the exception to UBC Sec. 3305(c) may vary from the dimensions of the next higher step by a tolerance of not more than two inches. Such exception shall also apply to exterior concrete stairways, whether or not private, which do not have more than five steps.

(b) Handrails shall be installed and maintained in a safe and usable condition, capable of withstanding all forces and loads to which they may be subjected in normal and panic situations.

(c) This section shall not apply to stairways or ladders serving only unfinished attics, basements, or cellars, none of which contains a habitable room, bathroom, toilet compartment, laundry room, workshop, playroom, or other similar regularly used area. See SRC 59.235 for guardrail requirements. (Ord No. 135-75; Ord No. 14-81)

SUBSTANDARD BUILDINGS

59.220. Repealed. (Ord No. 19-68; Ord No. 54-68; Ord No. 177-69; Ord No. 140-71; Ord No. 192-73)

59.225. STAIRWAYS IN GROUP R-3 OCCUPANCIES. (a) Stairways shall be not less than 28 inches in width; except that stairways to basements or attics, neither of which contains a sleeping room, shall have not less than 24 inches unobstructed width. Handrails shall not reduce the width of any stairway by more than four inches.

(b) The rise of every step in a stairway shall not exceed nine inches and the run shall be not less than eight inches. The run of treads and the height of risers within any flight shall have uniform dimensions within a one-half inch tolerance. Tread and riser dimensions of the bottom step of a stairway may vary from the dimensions of the next higher step by a tolerance of not more than two inches.

(c) At least one handrail shall be provided for each stairway having more than three risers. Stairways having more than three risers and open on one or both sides shall have one handrail on each open side. Handrails shall be placed not less than 28 nor more than 36 inches above the nosing of the treads. All handrails shall be installed and maintained in a safe and usable condition, capable of withstanding the forces and

loads to which they may be subjected in both normal and panic situations.

(d) Each stairway shall have a headroom clearance of not less than six feet six inches; provided, however, that headroom clearance of not less than five feet six inches is permitted if approved protective padding is applied to the soffit above, and any protection which reduces headroom clearance to less than six feet six inches is lighted and is marked or otherwise finished so as to readily distinguish it from adjacent construction.

(e) This section shall not apply to stairways serving only unfinished attics, basements, or cellars, none of which contains a habitable room, bathroom, toilet compartment, laundry room, workshop, playroom, or other similar regularly used area. See SRC 59.235 for guardrail requirements. (Ord No. 135-75; Ord No. 115-76; Ord No. 14-81)

59.235. GUARDRAILS. (a) All unenclosed floor and roof openings; open and glazed sides of landings; balconies and porches which are more than 30 inches above grade; and roofs used as patios, decks, or similar service, and not exclusively for service of the building, shall be protected by guardrails not less than 32 inches in height. Guardrails shall not be so constructed that no object nine inches or more in diameter can pass through, and shall be maintained in a safe and usable condition, capable of withstanding all forces and loads to which they may be subjected in normal and panic situations.

(b) Porches not more than five feet above grade and provided with a combination bench and guardrail enclosure not less than 24 inches high and seven and one-half inches wide at the top shall not be required to meet the requirements of subsection (a) of this section. (Ord No. 135-75)

ELECTRICAL, HEATING, AND VENTILATION REQUIREMENTS

59.240. ELECTRICAL REQUIREMENTS.

(a) All electrical equipment, wiring, and appliances shall be installed and maintained in a safe manner in accordance with the NEC. All electrical equipment shall be of an approved type.

(b) Every habitable room shall contain at least two supplied electric convenience outlets, or one supplied electric convenience outlet and one supplied electric light fixture. (Ord No. 135-75)

59.250. LIGHTING REQUIREMENTS. (a) Each habitable room, bathroom, and water closet compartment shall be provided with natural light by means of windows or skylights with an area of not less than five square feet for each 100 square feet of superficial floor area or fraction thereof.

(b) In lieu of natural light as provided in subsection (a) of this section, interior rooms, bathrooms, and water closet compartments may be provided with artificial light equivalent to one

COMMUNITY DEVELOPMENT STANDARDS

40 watt incandescent bulb for each 100 square feet of superficial floor area or fraction thereof, provided the light is so located as to illuminate all foot traffic areas of the room and the interior of any tub or shower stall with light having an intensity of one foot candle at floor level.

(c) Each laundry room, utility room, storage room, closet, workshop, service room, and cellar having more than 20 square feet of superficial floor area shall be provided with natural or artificial light, or any combination thereof, equivalent to that specified in subsection (a) or (b) of this section. (Ord No. 135-75)

59.260. HEATING REQUIREMENTS. (a) Every dwelling unit and guest room shall be provided with comfort heating facilities capable of maintaining a temperature of 60 degrees Fahrenheit at a point three feet above the floor in all habitable rooms. All heating devices or appliances shall be of an approved type.

(b) Combustion air for fuel burning appliances shall be provided as required in the UMC.

(c) All fuel burning appliances shall be installed and maintained in accordance with the provisions of all applicable Codes. Unvented fuel-burning heaters are prohibited. (Ord No. 135-75)

59.270. VENTILATION REQUIREMENTS. Each habitable room, bathroom, and water closet compartment shall be equipped with openable windows, openable skylights, a mechanical ventilation system, or any combination thereof capable of producing at least two air changes per hour. Openable windows or skylights with an area at least one-twentieth the superficial floor area of the room, but in no event less than five square feet, shall be deemed to satisfy the requirements of this section. (Ord No. 135-75)

SANITATION REQUIREMENTS

59.280. SANITATION REQUIREMENTS, GENERALLY. (a) Every dwelling unit shall be provided with a water closet, a lavatory, and a bathtub or shower.

(b) Each dwelling unit shall be provided with kitchen facilities complete with kitchen sink. Such facility shall be separate from the lavatory, bath, and toilet facilities required under subsection (a) of this section.

(c) All plumbing fixtures shall be drained into an approved sanitary sewer or private sewage disposal system in conformance with the UPC. All plumbing fixtures shall be provided with hot and cold running water from an approved water supply system; provided, however, that water closets may be supplied with cold water only. All plumbing fixtures shall be of approved nonabsorbant materials.

(d) Any room in which a water closet is located shall be separated from kitchen facilities, food preparation, and food storage areas by a tight-fitting door.

(e) All sanitary facilities, drain, waste, vent, and water piping shall be of approved materials, and shall be installed and maintained in a safe and sanitary condition, free from cross-connections and syphonage between fixtures, and free from any other condition which would allow impure water to enter the potable water supply system. (Ord No. 135-75)

59.290. ADDITIONAL SANITATION REQUIREMENTS FOR GROUP R-1 OCCUPANCIES.

(a) In hotels where private water closets, lavatories, and baths are not provided for each guest room, there shall be provided on each floor for each sex at least one water closet, one lavatory, and one bath accessible from a public hallway. Additional lavatories, water closets, and baths shall be provided at the rate of one each for each sex per every ten potential guests, or fraction thereof, in excess of ten. Such facilities shall be clearly marked for "men" or "women."

(b) Walls and floors of water closet compartments shall be finished with approved nonabsorbent materials. Carpeting with a nonabsorbent backing may be used as a floor covering if maintained in a sanitary condition. (Ord No. 135-75; Ord No. 14-81)

59.300. to 59.980. Reserved for Expansion.

VIOLATIONS

59.990 VIOLATIONS. (a) Within the limits of responsibility set forth in SRC 59.055, no person, firm, or corporation shall use, occupy or maintain any Group R-1 or R-3 occupancy contrary to or in violation of any final administrative order entered pursuant to the provisions of this chapter.

(b) No person, firm, or corporation, whether or not responsible under SRC 59.055, shall knowingly cause or permit any person, firm, or corporation to use, occupy, or maintain any Group R-1 or R-3 occupancy in violation of subsection (a) of this section.

(c) Violation of this section is an infraction. (Ord No. 135-75; Ord No. 193-79; Ord No. 14-81)



HOUSING PRESERVATION THROUGH CODE ENFORCEMENT

Residential Rental Inspection Program

Salem's Multi-Unit Licensing and Inspection Program has been instrumental in preserving 12,500+ units of multi-family residential housing in Salem by requiring property owners to repair identified violations of the Salem Housing Code.

Program Statistics

Unit Type	Units Inspected		
	1989	1990	1991
Multi-Family	2414	1684	2627
Room and Board	250	259	470
Hotel/Motel	1137	1001	1140

The program requires each property to be inspected once every five years. Fees for inspections sustain the program. If violations are identified the property owner is given up to 180 days to bring the building into compliance. By ensuring periodic maintenance, Salem's rental housing stock is preserved for the future.

The program includes properties used as room and board facilities, homeless shelters, and residential care facilities.

Derelict and Abandoned Buildings

Affected Properties

Derelict/Abandoned Buildings
1989 to present: 80

Improved/Rehabilitated
Properties: 62

Demolished Buildings: 8

Remaining Derelict/
Abandoned Buildings: 10

When the program was first instituted in February, 1989, a total of 50 buildings were declared derelict and abandoned. An additional 30 structures have been identified in subsequent years. Owners which do not replace missing glass or broken doors are charged a yearly licensing fee to cover the City's cost of administration. Many property owners have chosen to renovate their units and subsequently put them back into the rental market.

The existing derelict/abandoned building ordinance, through its \$800 yearly economic disincentive for derelict buildings, has resulted in property owners rehabilitating and renting 62 structures which had been boarded up, some for years. Since the program's inception, a total of 62 properties have been improved and subsequently removed from the list, 8 have been demolished, and 10 remain as vacant and abandoned buildings.

BUSINESS AND OCCUPATION

licensees. Such badges shall remain the property of the licensee, but shall not be sold, given, or otherwise transferred to any person who is not the holder of a current and valid license to engage in and conduct the vocation described upon such badge. Such badges shall, for all other purposes set forth in this section, be considered the same as badges issued pursuant to subsection (a) of this section. (Ord No. 131-65; Ord No. 74-73; Ord No. 158-81)

31.970. IMPERSONATION OF POLICE OFFICERS OR VEHICLES. It shall be unlawful for any person licensed under the provisions of SRC 31.840 to impersonate or hold himself out as a peace officer of this state, county, or city; and it shall be unlawful to operate or permit to be operated a motor vehicle with a siren, blinker light, or with any insignia or automobile paint thereon bearing likeness to the insignia used by peace officers of this state, county, or city. (Ord No. 131-65)

31.980. UNIFORMS. It shall be unlawful for any merchant patrolman or private detective to wear a uniform similar to or in imitation of the official uniform worn by officers of the Salem City Police, Fire Department, the Marion County Sheriff's Office, or the Oregon State Police. No person desiring to provide any of the services defined in SRC 31.840 shall wear any distinctive uniform, or cause the same to be worn by any of his employees, until the design thereof has first been approved by the chief of police. (Ord No. 131-65; Ord No. 74-73; Ord No. 92-83)

RECREATIONAL ACTIVITIES

31.990. DEFINED. "Recreational activity" means any of the following games, sports, or other activities when operated by a business

(a) "Shooting galleries" wherein any firearms or airguns are discharged at targets, whether indoors or outdoors.

(b) "Archery ranges" wherein long bows, cross bows, spear guns, blow pipes, or other similar devices are used to propel arrows, bolts, darts, or other similar projectiles at targets, whether indoors or outdoors. (Ord No. 74-73; Ord No. 45-77; Ord No. 61-78; Ord No. 92-83)

31.991. LICENSE REQUIREMENTS. In addition to review of the application by the chief of police, each application for a recreational activity license shall be reviewed and the premises of each such applicant may be inspected by the building official to determine whether all applicable provisions of Title V of this Code have been met and whether the applicant has provided adequate safeguards to afford reasonable assurance that participants, spectators, and persons and property in the vicinity of such premises will not be subjected to unnecessary risk of injury or damage from any hazards inherent in the recreational activity. (Ord

No. 74-73; Ord No. 72-74; Ord No. 61-78)

31.992. CLOSING HOURS. It shall be unlawful for any person to operate any shooting gallery between the hours of 12:00 midnight and 6:00 a.m. of any day; or to operate any archery range between the hours of 2:00 a.m. and 6:00 a.m. of any day. (Ord No. 131-65; Ord No. 74-73; Ord No. 45-77; Ord No. 61-78)

RENTAL DWELLINGS

31.993. DEFINED. (a) A "rental dwelling" is any hotel, motel, or apartment house, any of which has three or more rental units, or any group of three or more dwelling units on one lot or series of contiguous lots owned as a business wherein rooms or structures are offered or maintained for rent or lease as permanent or temporary dwelling places.

(b) Such term does not include any bona fide hospital or clinic where sick or injured persons are kept for medical treatment, or to any nursing home as defined by SRC 32.140.

(c) Such term does not include any place which would otherwise be deemed a rental dwelling which is owned or operated by a bona fide religious, fraternal, charitable, or other nonprofit organization which is inspected pursuant to requirements of the Federal Housing and Urban Development Department (HUD). In order for a nonprofit organization to qualify for exemption under this subsection, it shall file with the building official on or before January 1 each year written confirmation that each unit of the rental dwelling has been so inspected by Federal Housing and Urban Development Department (HUD) within the past five years. There shall be included a listing of all rental dwellings, their addresses and any changes in their rental status.

(d) A retirement apartment is any rental dwelling, the majority of whose units are occupied or held out to be occupied by persons 65 years of age or older. (Ord No. 131-65; Ord No. 155-66; Ord No. 274-68; Ord No. 74-73; Ord No. 61-78; Ord No. 117-78; Ord No. 92-83; Ord No. 30-84; Ord No. 103-88)

31.994. GUEST REGISTER, GENERALLY. Every licensed rental dwelling where dwelling space is available for rental periods of less than one month shall at all times keep a standard hotel register in which shall be inscribed the names of all guests or persons renting or occupying rooms in such establishments, which register shall be signed by the person renting the room or by someone under his direction. Following the name so inscribed or registered, the manager of the house or his agent shall write the number of the room which such person is to occupy, together with the date and time when such room is rented. The register entry required by this section shall be completed before such person is permitted to occupy his room. (Ord No. 131-65; Ord No. 74-73; Ord No. 61-78)

December 8, 1992

Page 2

If you select option #1 all work must be completed within 30 days of receipt of this letter. If you select option #2 you must so state in writing; that letter must be postmarked no later than November 13, 1992.

Unless you have accomplished one of the alternatives outlined above, this letter also serves as a quarterly invoice for \$200; fill out the attached license application (Attachment C) and return it with your payment by November 13, 1992.

If you wish to discuss your particular situation or meet with me please call my office at (503) 588-6242.

Sincerely,

John Elegant
Building Official

ENCLOSURES: A,B, & C

aban1

MULTI HOUSING CHECK LIST

STRUCTURAL

- _ dryrot-kitchen, bath, stairs, decks, walls around tub, water closet
- _ floor seal around bathtub, shower, water closet
- _ ceilings for water strains, peeling, cracks (sign of roof leaks or in danger of collapse)
- _ chimney for loose bricks, flashing, mortar joints
- _ fireplace hearth for loose or missing bricks
- _ door casing skins for holes
- _ doors for proper fit, stability, dryrot and locks
- _ window glass for breaks, cracks
- _ floor coverings for wear/tear or in need of stretching
- _ kitchen countertops for damage/burns/tears
- _ walls for chipped, peeling paint
- _ foundation vents for screen and access door for covers
- _ attic access cover-living unit and garage
- _ gutters and downspouts
- _ handrails on stairs
- _ locks on egress doors
- _ carpets worn/torn or in need of stretching
- _ fireplace screen

MECHANICAL

- _ wood stoves for installation to code
- _ dampers on fireplaces
- _ venting for clothes dryer
- _ combustion air on gas furnaces and gas water heaters
- _ kitchen hood fan
- _ bathroom ceiling exhaust fan
- _ window air conditioners (not to exceed 7.5 amps)
- _ spark arrestor on chimneys

PLUMBING

- _ pressure release valve on hot water heater
- _ blow-off pipe on hot water heater
- _ water shut off valve on hot water heater
- _ ground clamps for tightness on hot water heater
- _ leaking/dripping faucets
- _ kitchen sink "P" traps
- _ drain caps for unused washer hook-ups
- _ cable connection on disposal and water heater

ELECTRICAL

- _ electric heater distance from combustibles
- _ garbage disposal connection
- _ breaker panel/fuse box for over current size
- _ breaker panel/fuse box for directory
- _ breaker panel/fuse box for empty slots
- _ polarity on kitchen and bath receptacles*
- _ electrical cords around sink and basin
- _ electrical cords used for permanent wiring
- _ outlet/switchplate covers (cracked/broken/missing)
- _ dishwasher door gasket
- _ insulating links on pull chains
- _ outside panels and services for weather protection
- _ service drops for grade clearance
- _ wall switches inside bath/shower facilities*

FIRE SAFETY

- _ distance from floor to window in basement
- _ second egress
- _ smoke detector in working condition *
- _ fire extinguisher (inspection/service date)
- _ public lighting on stairs and halls
- _ egress lighting
- _ automatic door closure
- _ range top burners for distance from combustible materials

*SMOKE DETECTORS

Check for location on ceiling or wall and number needed in comparison to number of sleeping rooms and structure height.

Hearing impaired must have illuminated smoke detector alarm.

*KITCHEN/BATH RECEPTACLES

Look for year receptacle installed. In most cases the owner/manager are very agreeable to changing to polarized grounded or G.F.C.I. if you explain the potential safety hazard.

GENERAL

Gutters and downspouts must be in good repair if they are part of the structure. They are not a requirement if owner chooses to remove them.

November 20, 1992



CITY
OF SALEM,
OREGON

City Hall / 555 Liberty St. SE
Room 320 / Zip Code 97301

BUILDING & SAFETY DIVISION 588-6256
PERMIT APPLICATION CENTER 588-6256
FAX (503) 588-6005

Salem, Oregon 97303

Dear Mr. Read:

SUBJECT: NINE MULTI HOUSING UNITS
8TH STREET N.W.
SALEM, OREGON

Occupancy Classification: Residential: Multi-Unit (R-1)

As part of the City's Multi-unit Licensing Program, the Building and Safety Division staff conducted an inspection of the above referenced property on November 20, 1992.

The purpose of the inspection was to determine conditions at the property which do not conform with the requirements of the Salem Housing Code, SRC Chapter 59.

The conditions which did not meet Housing Code standards are:

Units: 1137, 1139, 1141, 1145, 1147, 1149, 1151

1. Install code approved smoke detector. (ORS 479.250-479.300)
This must be completed within 24 hours of receipt of this notice.

Unit #1141

1. Repair bathroom sink faucets. (SHC 59.280)

Unit #1143

1. Remove dryrot from bathroom floor. (SHC 59.145 A&B)
2. Repair second floor front bedroom light. (SHC 59.240)

Unit #1151

1. Install "J" box on disposal in kitchen. (SHC 59.280)
2. Repair floor covering at sliding door. (SHC 59.145 A&B)

Laundry Room:

1. Install filler blanks in circuit breaker panel. (SHC 59.240)
2. Install cover on switch. (SHC 59.240)

Permits and progress inspections are required for all work done of a structural, plumbing, heating, and electrical nature. Those items which require a permit in the above list are followed by PR (indicating permit required). Those which do not indicate that a permit is required may be done by you or your representative.

You may appeal this Notice and Order to the Community Development Board of Appeals by filing written Notice of Appeal with the Building Official of the City of Salem within 30 days of the date of this Notice and Order was served on you. Failure to appeal within that time forfeits your right of appeal.

Having given you notice of the foregoing, I am required under the provisions of Section 59.065 of the Salem Revised Code to inform you of the following:

1. All corrections listed herein shall be completed and approved by the Building Official within 180 days of service of this Notice and Order unless otherwise indicated.
2. **It shall be your responsibility to notify this Department when the corrections have been completed so a final inspection can be held and a "Certificate of Inspection" issued.**

Should you find that assistance is needed in meeting these requirements within the time limits specified, or if you have any questions, please call Tom Hill or Darlene Spencer at 588-6242.

Thank you again for your assistance and cooperation.

Sincerely,


John Elegant
Building Official



CITY
OF SALEM,
OREGON

City Hall / 555 Liberty St. SE
Room 320 / Zip Code 97301

BUILDING & SAFETY DIVISION 588-6256
PERMIT APPLICATION CENTER 588-6256
FAX (503) 588-6005

November 18, 1992

455 Oxford Street S.E.
Salem, Oregon 97302-5251

Dear Mr. Schiedler:

SUBJECT: ~~FOUR MULTI HOUSING UNITS~~
~~1115 JEFFERSON STREET N.E.~~

The Salem City Council has directed staff to conduct a housing inspection every five years on all apartment and multiple rental units in the City of Salem. The purpose of is inspection is to insure the health, safety and welfare as per Salem Revised Code 31.993 to 31.999.

It is the owners responsibility to notify tenants of the inspection and have keys for each unit available to provide the inspector with access to the property. I will meet with you or your agent at the above mentioned address as it is City policy that the Multi Housing Inspector do all inspections with a second party other than the tenant.

I have tentatively scheduled an inspection of the property referenced above at 3:30 p.m., Friday, December 4, 1992.

If I have not heard from you, at least three working days in advance, I will meet you or your representative at the above named address on the date and time indicated.

If you have any questions please feel free to call myself or Darlene at 588-6242.

Sincerely,

Tom Hill
Housing Inspector

multi.1



CITY
OF SALEM,
OREGON

City Hall / 555 Liberty St. SE
Room 320 / Zip Code 97301

BUILDING & SAFETY DIVISION 588-6256
PERMIT APPLICATION CENTER 588-6256
FAX (503) 588-6005

October 16, 1992

REMINDER

P.O. Box [redacted]
Albany, Oregon 97321-0190

Dear Sir:

This is to remind you that over 90 days have passed since you received the inspector's report from the City of Salem regarding your property at 1820 Liberty Street N.E., Salem, Oregon.

The compliance period of 180 days is slipping by. When all corrections have been completed please call and arrange for a final inspection so we can issue you a "Certificate of Inspection".

If you have any questions or if you have completed the work, please contact myself or Darlene at 588-6242 so we may set up a time for a final inspection.

Thank you for your cooperation.

Sincerely,

Tom Hill
Housing Safety Inspector

multi90



CITY
OF SALEM,
OREGON

City Hall / 555 Liberty St. SE
Room 320 / Zip Code 97301

BUILDING & SAFETY DIVISION 588-6256
PERMIT APPLICATION CENTER 588-6256
FAX (503) 588-6005

November 4, 1992

REMINDER

Mr. Tom Wyant
574 Cascade Drive N.W.
Salem, Oregon 97304

Dear Mr. Wyant:

This is to remind you that 150 days have passed since you received the inspector's report from the City of Salem regarding property at 1232 8th Street N.W., Salem, Oregon.

The compliance period is 30 days from expiration. Failure to bring the units into compliance by the end of the 180 days may result in the loss of your Multi Unit license.

It is the City's preference that the deficiencies be remedied and the inspection requested prior to December 4, 1992 so that this matter can be successfully resolved.

If you have any questions or if you have completed the work, please contact myself or Darlene at 588-6242 so we may set up a time for a final inspection.

Thank you for your cooperation.

Sincerely,

Tom Hill
Tom Hill

Housing Safety Inspector

multi.150

LICENSE RENEWAL APPLICATION

OUR RECORDS INDICATE YOUR BUSINESS LICENSE IS ABOUT TO EXPIRE AND YOUR RENEWAL FEE IS NOW DUE TO KEEP YOUR LICENSE VALID.

BUSINESS DATA -- PLEASE MAKE NECESSARY CORRECTIONS ON REVERSE.

<u>PROPERTY ADDRESS</u>	<u># OF UNITS</u>	<u>AMOUNT DUE</u>
2245 B ST NE	6	49.50

This billing is for 1992 license.

OWNER
MAILING P.O. BOX 3505
ADDRESS SALEM, OREGON 97302



Please send payment and one copy of invoice to:
CITY OF SALEM
555 LIBERTY ST., S.E. RM. 320
SALEM, OREGON 97301
588-6242

LICENSE RENEWAL APPLICATION

01/16/92

OUR RECORDS INDICATE YOUR BUSINESS LICENSE IS ABOUT TO EXPIRE AND YOUR RENEWAL FEE IS NOW DUE TO KEEP YOUR LICENSE VALID.

BUSINESS DATA -- PLEASE MAKE NECESSARY CORRECTIONS ON REVERSE.

<u>PROPERTY ADDRESS</u>	<u># OF UNITS</u>	<u>AMOUNT DUE</u>
830 14TH ST NE	12	112.50

This billing is for 1992 license.
(A 25% PENALTY HAS BEEN ASSESSED)

OWNER
MAILING 3755 HAWTHORNE STREET NE
ADDRESS SALEM, OREGON 97303



Please send payment and one copy of invoice to:
CITY OF SALEM
555 LIBERTY ST., S.E. RM. 320
SALEM, OREGON 97301
588-6242

OK 1-24-92

LICENSE RENEWAL APPLICATION

OUR RECORDS INDICATE YOUR BUSINESS LICENSE IS ABOUT TO EXPIRE AND YOUR RENEWAL FEE IS NOW DUE TO KEEP YOUR LICENSE VALID.

BUSINESS DATA -- PLEASE MAKE NECESSARY CORRECTIONS ON REVERSE.

<u>PROPERTY ADDRESS</u>	<u># OF UNITS</u>	<u>AMOUNT DUE</u>
935 BARNES AV SE		

This billing is for 1992 license.
(A 25% PENALTY HAS BEEN ASSESSED)

OWNER
MAILING 3400 YANKEE DRIVE 4TH FL
ADDRESS EAGAN, MN 55121



Please send payment and one copy of invoice to:
CITY OF SALEM
555 LIBERTY ST., S.E. RM. 320
SALEM, OREGON 97301

DRAFT ORDINANCE

CHRONIC PUBLIC NUISANCE - UNLAWFUL ACTIVITIES

Section 1.000. PURPOSE. The purpose of this Ordinance is to promote the community value of livable and secure neighborhoods and commercial areas by eliminating ongoing and persistent public nuisances.

Section 1.010. PUBLIC NUISANCE. It is a public nuisance for any person in charge of property to permit, or any person to cause to exist, any place or business where patrons, employees, residents, or occupants engage in a pattern of behavior in the neighborhood involving the commission of three or more of the following offenses: (NOTE: CITE SPECIFIC CITY CODE OR ORS FOR EACH OFFENSE.)

- (a) Solid waste violations, KORD 90-120.
- (b) Health code violations.
- (c) Public intoxication.
- (d) Loitering to solicit prostitution.
- (e) Unlawful prostitution procurement.
- (f) Noise, KORD 90-190.
- (g) Assault, ORS 163.160, or ORS 163.165 to 166.185.
- (h) Sexual abuse, ORS 163.415 to 163.427.
- (i) Public indecency, ORS 163.465.
- (j) Criminal mischief, ORS 164.345 to 164.365.
- (k) Criminal trespass, ORS 164.245.
- (l) Disorderly conduct, ORS 166.025.
- (m) Harassment or intimidation, ORS 166.065, ORS 166.155 to 166.165.

- (n) Minor in possession of alcohol, ORS 471.430.
- (o) Unlawful manufacture, delivery, or possession of a controlled substance.
- (p) Public urination or defecation.
- (q) Discharging a firearm.

Section 1.020. PATTERN OF BEHAVIOR. For purposes of this Ordinance, "pattern of behavior in the neighborhood" means one or more patrons, employees, residents, or occupants of the place of business having been arrested or issued a citation for violation of three or more of any of the offenses specified in Section 1.010 occurring within any six month period at the place or business, or, within 300 feet thereof.

*[NOTE: the number of violations and the time period can be changed. Generally, fewer violations and/or longer time periods will provide the City greater enforcement leverage.]

Section 1.030. ABATEMENT. If any place or business is found to be a public nuisance or to be used as such, it shall be abated by appropriate remedies, including but not limited to authorizing a civil complaint in a court of competent jurisdiction which may include seeking fines and/or closure of the property.

Section 1.040. PROCEDURES FOR ABATEMENT. Where there is no imminent danger to human life or property, the following public nuisance abatement procedures shall apply:

- (a) Notice shall be posted on the premises where the condition, substance, act, or nuisance exists, directing the owner or person in charge of the property to abate the situation.
- (b) At the time of posting, the City Manager, or designee, shall send a copy of the notice by certified mail to:
 - 1. the owner at the last known address as listed with the County Tax Assessor's Office; and,
 - 2. the person in charge of the property, if different from the owner.
- (c) If prior notice of abatement was sent to the owner or person in charge of the property within the preceding 12 months, and ownership or control of the property has not changed, and the prior notice was returned as undeliverable or if delivery was refused, then notice can be provided by publication as set forth in subsection (5).
- (d) The notice to abate shall contain:

1. a description of the real property, by street address or otherwise, on which the condition, substance, act or nuisance exists;
 2. a description of the condition, substance, act or nuisance which must be abated;
 3. a direction to abate the condition, substance, act or nuisance within 10 days from the date of notice;
 4. a statement that unless the condition, substance, act or nuisance is removed, the City may abate the situation and cost of abatement may be assessed to and become a lien on the property;
 5. a statement that the owner or person in charge of the property may protest the abatement by giving written notice to the manager within 10 days from the date of notice;
 6. a statement that if the cost of abatement is not paid by the owner or person in charge of the property, the cost of abatement may be assessed to and become a lien on the property.
- (e) If the notice of delivery is returned as undeliverable or delivery is refused, notice of the nuisance shall be published in a newspaper of general circulation at least 10 days before abatement action is taken.
- (f) Upon completion of the posting and mailing, the person posting and mailing the notice shall file a certificate with the manager stating the date and place of the mailing and posting.
- (g) An error in the name or address of the owner or person in charge of the property or the use of a name other than that of the owner or person in charge of the property shall not make the notice void, and in such case the posted notice shall be sufficient.
- (h) Within 10 days after the posting and mailing of the notice, the owner or person in charge of the property shall remove the situation, show that the situation does not exist or begin proceedings to the satisfaction of the City to correct the situation in a specified time.
- (i) A person protesting that the situation does not exist, shall file with the manager a written statement within 10 days after the posting and mailing of notice, which shall specify the basis for protesting.
- (j) The statement of protest shall be referred to the City Council for hearing.

(k) If the Council determines the situation does exist, the owner or person in charge of the property shall abate the situation within 10 days after the Council determination or begin proceedings to the satisfaction of the City to correct the situation in a specified time.

(l) If the situation has not been abated within the time allowed, the City Manager may cause the situation to be abated, including authorizing a civil complaint in a court of competent jurisdiction which may include seeking fines and/or closure of the property.

(m) The person charged with the abatement of the situation shall have the right at reasonable times to enter upon the property to investigate or cause the removal of the situation.

Section 1.050. ASSESSMENT OF COSTS. Assessment of costs shall comply with the following:

(a) The manager shall keep an accurate record of the expense incurred by the City for public nuisance abatements. The record shall include the costs of personal services, materials, and an additional charge of 20 percent for administrative overhead.

(b) After abatement by the City has been completed, the manager shall send by certified mail to the owner or person in charge of the property, a statement of:

1. the total cost of abatement, including all collection expenses and the administrative overhead;
2. the cost that will be assessed to and become a lien against the property unless paid within 30 days from the date of the notice;
3. notification that if the owner or person in charge of the property objects to the cost of abatement as indicated, a written objection may be filed with the manager within 10 days from the date of notice.

(c) A person objecting to the cost of abatement shall file with the manager a written statement within 10 days from the date of the notice of the costs. If the objection is timely, the matter shall be referred to the City Council for hearing.

Section 1.060. HEARING BEFORE COUNCIL.

(a) If a written statement of protest or objection to the cost of abatement is timely filed, the matter shall be referred to the City Council as part of the regular agenda at the next meeting.

(b) The hearing before the City Council shall be conducted in accordance with Chapter 5 and Chapter 6 of Keizer City Ordinance 90-184; UNIFORM CODE FOR ABATEMENT OF DANGEROUS BUILDINGS.

Section 1.070. ENFORCEMENT OF COST ASSESSMENT

(a) If the costs of the abatement are not paid within 30 days from:

1. the date of the notice of costs; or
2. if a protest was timely filed, from the date of City Council determination of the costs,

an assessment of the costs shall be made by resolution and shall be entered in the docket of city liens and recorded with the Marion County. When the entry is recorded in the City lien docket, the assessment shall constitute a lien upon the property subject to the abatement.

(b) The lien shall be enforced in the same manner as liens for assessment for local improvement districts are enforced and shall bear interest at a rate determined by resolution of the City Council. The interest shall commence running on the date of the entry of the lien in the city lien docket.

(c) An error in the name of the owner or person in charge of the property shall not void the assessment, nor shall a failure to receive the notice of the proposed assessment render the assessment void, but it shall remain a valid lien against the property.