



DEPARTMENT OF PLANNING & CODE ENFORCEMENT



Building Safety Division
Community Development Division
Facility Management Division
Planning Division



The Mission of the City of Bloomington is:

To promote the Health, Safety, Welfare and Diversity of all its citizens through quality customer service, community partnerships, and fiscally responsible management of available resources

BUILDING SAFETY DIVISION

Mission: To protect the health, safety and general welfare of the citizens of the community through professional administration and enforcement of the zoning, building and other related construction and land use ordinances.

Services include:

▶ Plan Review	▶ Permit Issuance
▶ Progress Inspections	▶ Occupancy Certificate Issuance
▶ Contractor Registration	▶ Manufactured Home Park Inspections
▶ Complaint Investigation/Resolution	▶ Enforcement of Zoning/Building & Construction Codes
▶ Appeal Process for Code Related Issues	▶ Document Retention
▶ Fire Inspections	▶ Rental Property Annual Registration & Inspection

Fire Inspections

Mission: To provide the community with a fire-safe environment through inspections and fire code enforcement in existing structures, including annual inspections of all commercial buildings.

Services include:

Safety inspections for licensed rooming houses and day care facilities

Assist in establishing safe occupant loads to safeguard against overcrowded public assemblies.

Liquor license inspections for public places of entertainment

Collect documentation and ensure that alarm and sprinkler systems are inspected and maintained according to code.

Annual Inspection of all commercial buildings

Rental Property Registration and Inspection Program

Mission: To maintain the City's rental housing stock by enforcement of property maintenance and life safety and health codes through periodic building inspections and annual registration.

Services include:

Inspection of all residential rental property: multi-family and single family dwellings

Registration and Documentation of all residential rental property

Public education for both tenants and landlords

Certify (Grade) all rental properties on regular schedule

Community Development Division

Mission: To create, maintain, preserve and to provide affordable, safe housing opportunities, programs and services.

Services include:

▶ Rehabilitation	▶ Code Enforcement
▶ Demolition	▶ Capital Improvements
▶ Public Services	▶ Affordable Housing Developments
▶ Community Partnerships	▶ Administration of funding for homeless related activities

Facilities Management

Mission: To maintain the city hall, city hall annex, police, engineering, administration, public service, East Jackson complex and fire department facilities, their premises and support facilities in good and functional condition.

Services include:

▶ Custodial/Contractual Maintenance of Sites	▶ Coordinate & Supervise Remodeling of Sites
▶ Coordinate & Supervise Capital Improvement Projects	▶ Life-Cycle Costing Programs

Planning Division

Mission: To promote comprehensive city and urban planning in order to guide the future growth and development in the City of Bloomington and its environs through sustainable and smart development that meets the social, economic and environmental needs of it's citizens and enhances the quality of life.

Services include:

- ▶ Technical and Professional Assistance to:
 - ▶ City Council
 - ▶ Planning Commissions of City of Bloomington & McLean County
 - ▶ Board of Zoning Appeals
 - ▶ Historic Preservation Commission
 - ▶ Citizens Beautification Committee
 - ▶ City Staff

EXAMPLES OF TYPICAL CODE VIOLATIONS:

▶ <u>Exterior Property - grass & weed height exceeding 8 inches</u>	▶ <u>Motor Vehicles</u>
▶ <u>Rodent Harborage & Infestation - including rodents and roaches</u>	▶ <u>The presence of address numbers number not visible from the street</u>
▶ <u>Deteriorated Accessory Structures - including detached garages and fences</u>	▶ <u>Roof drainage gutters and downspouts</u>
▶ <u>Unsanitary swimming pool</u>	▶ <u>Handrails/Guardrails, stairs, decks, porches & balconies not structurally sound --- Handrail/Interior</u>
▶ <u>The presence of graffiti on exterior surfaces on private or public property</u>	▶ <u>1. Windows, 2. Doors, 3. Interior and walking surfaces maintained decent, safe & sanitary</u>
▶ <u>Garbage placed on the curb too early cans left on the curb too late</u>	▶ <u>Extermination</u>
▶ <u>Accumulation of rubbish or garbage Exterior and Interior</u>	▶ <u>Mechanical Systems: 1. HVAC,</u> ▶ <u>2. Plumbing, 3 Electrical</u>
▶ <u>Deteriorated condition of exterior structures & walls (Peeling, flaking, chipped paint)</u>	▶ <u>Fire Safety</u>
▶ <u>Surface conditions of masonry joints & foundations</u>	▶ <u>Definitions: <u>Habitable Spaces & Occupancy Requirements</u></u>

Weeds: All exterior property shall be kept free from weeds or plant growth in excess of 8 inches (this does not include cultivated flowers & gardens)

If you fail to cut your grass, the City may cut it for you, but you will be charged for all costs and an administrative fee too! (\$100.00 per lot & \$400 per acre)

Not to exceed 8"



Definitely not cultivated

Rodent Harborage: All structures and exterior property shall be kept free from rodent harborage and infestation.

ants



roaches



Roaches & spiders



rodents



Accessory Structures: All detached garages, fences and walls shall be maintained structurally sound and in good repair



Swimming pools:

Shall be maintained in a clean and sanitary condition and in good repair. Pools that contain more than 24 inches of water must be completely surrounded by a fence or barrier of at least 48 inches in height

Nice Home for Mosquitos!
It is unlawful to permit a mosquito
haborage to exist upon a property

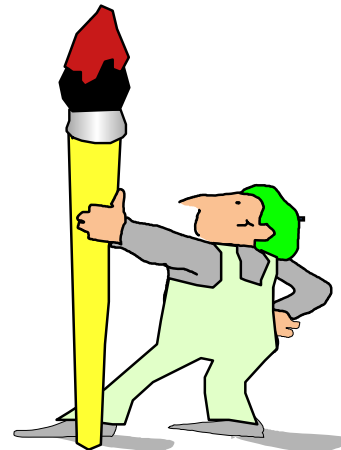


Defacement of Property:

No person shall damage, mutilate or deface any exterior surface of any structure on private or public property (no marking, carving or graffiti).



You may receive a (7) day notice to remove, or abate the graffiti: It is the owner's responsibility to restore said surface to an approved state of maintenance or repair



Garbage:

All containers are to be placed on the curb for pickup after 2:00 pm on the day preceding pickup. All containers are to be removed from curb by 9:00 am the day following pickup.

Containers must be an approved type. At all other times, containers are to be screened to prevent their being viewed from the street.



You may be ticketed for the following offenses: cans on the curb too early; cans left on the curb too late; cans visible from the street.



Exterior - Accumulation of Rubbish or garbage: All exterior premises shall be free from any accumulation of rubbish or garbage



Building materials must be stacked neatly 18" above the ground



Discarded Refrigerators: Abandoned or discarded refrigerators or ice chests, that could be accessible to children, must have their doors removed.

Doors must be taken off before discarding.



Interior - Accumulation of Rubbish or garbage: All interior premises shall be free from any accumulation of rubbish or garbage



A dwelling unit filled with rubbish or garbage could be found to be unfit for human habitation

EXTERIOR STRUCTURE:

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety and welfare.



All exterior surfaces shall be maintained in good condition. **Peeling, flaking and chipped paint shall be eliminated.**

Be aware of the presence of lead based paint and its health hazards

SURFACING TREATMENT:

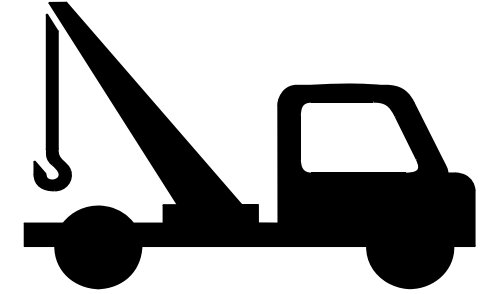
All exterior surfaces shall be maintained in good condition. Peeling, flaking and chipped paint shall be eliminated. All siding and masonry joints, etc. shall be maintained weather resistant.



Loose, deteriorated
brick foundation

Motor Vehicles:

No inoperative or unlicensed vehicles shall be parked, kept, stored on any premises and no vehicle shall be at any time in a state of major disassembly, disrepair, be stripped or dismantled



[These vehicles may be tagged by the Police Dept. and towed away!](#)



PREMISES IDENTIFICATION:

Buildings shall have approved address numbers, plainly legible and visible from the street. (numbers are required to be arabic numerals, minimum height of 4 inches, with a minimum stroke width of 0.5.)

Numbers being visible from the street are essential for police, fire & rescue



Roofs & Drainage:

Shall be sound, weather tight.

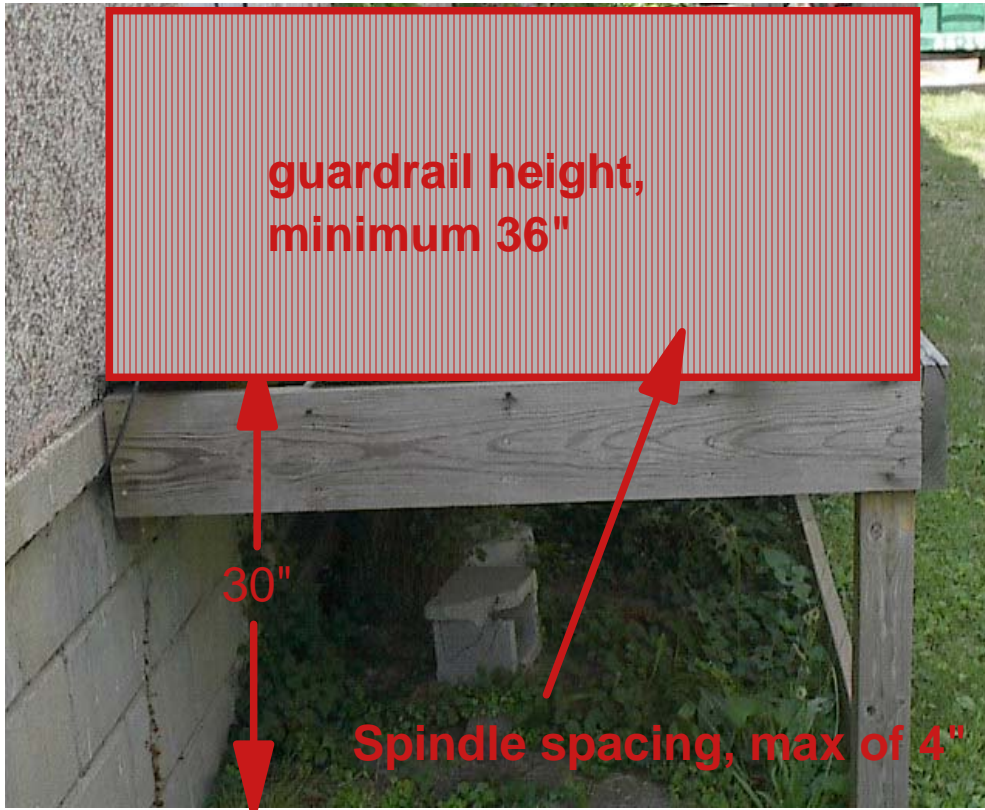
Gutters/downspouts shall not be discharged in a manner that creates a public nuisance.



Do not dump your downspouts onto the neighbor's property

Stairways, decks, porches, balconies:

Shall be structurally sound, capable of supporting imposed weight loads.



30" or greater guardrail required

If there are more than 4 risers a handrail is required, if there is 30" or greater between the finish grade and the landing then guardrails are required too.

Handrail height - min. 30" & max 42"



Windows- Glazing, Natural light & Ventilation: Windows shall be sound and weather tight. Glazing shall be free from open cracks and holes. All windows, other than fixed windows, shall be easily openable



Artificial light OK if safely installed

1. Insect Screens: Are required from April 15th through October 31st, all doors & windows used for ventilation shall have screens.
2. Habitable spaces must have one openable window (except as exempted by code)
3. Bathroom must have an openable window or mechanical ventilation

Doors: Shall be maintained in good condition. Locks on exterior doors shall tightly secure the door. Locks are required to be deadbolts.



Knives are not recognized as an approved fastener



Doors should be easily opened without special tools or skills.

return to examples



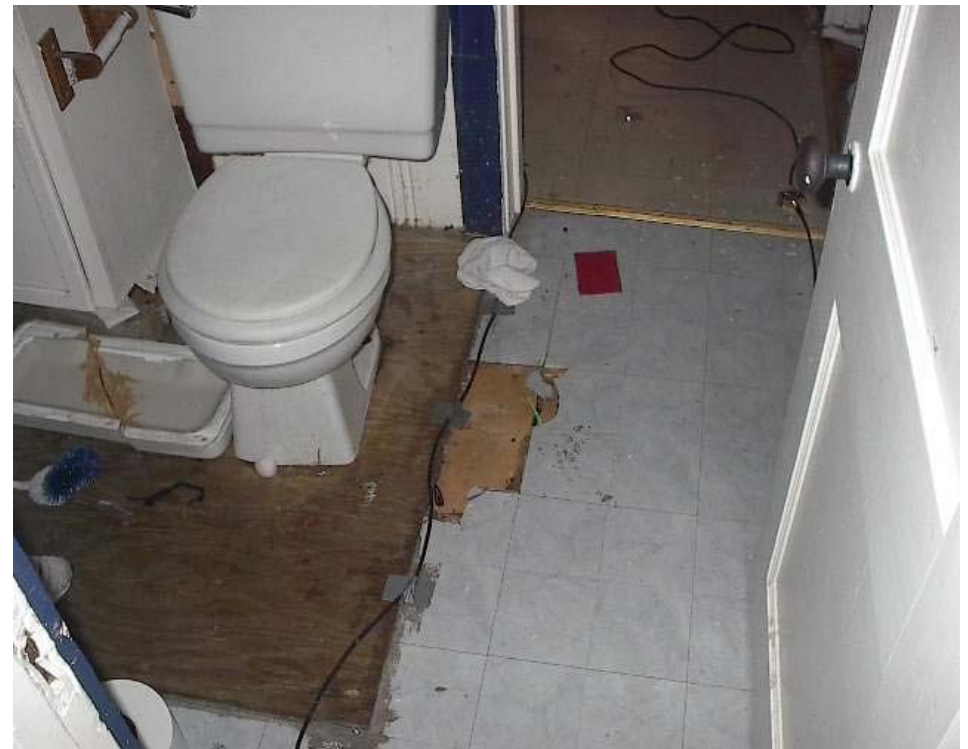
Interior doors:
Shall reasonably fit into the frame, properly open and close, and shall be securely attached.

Interior Surfaces: Shall be maintained clean, sanitary. Peeling paint to be repaired or removed. Cracked & loose plaster or other defective surface conditions shall be corrected.



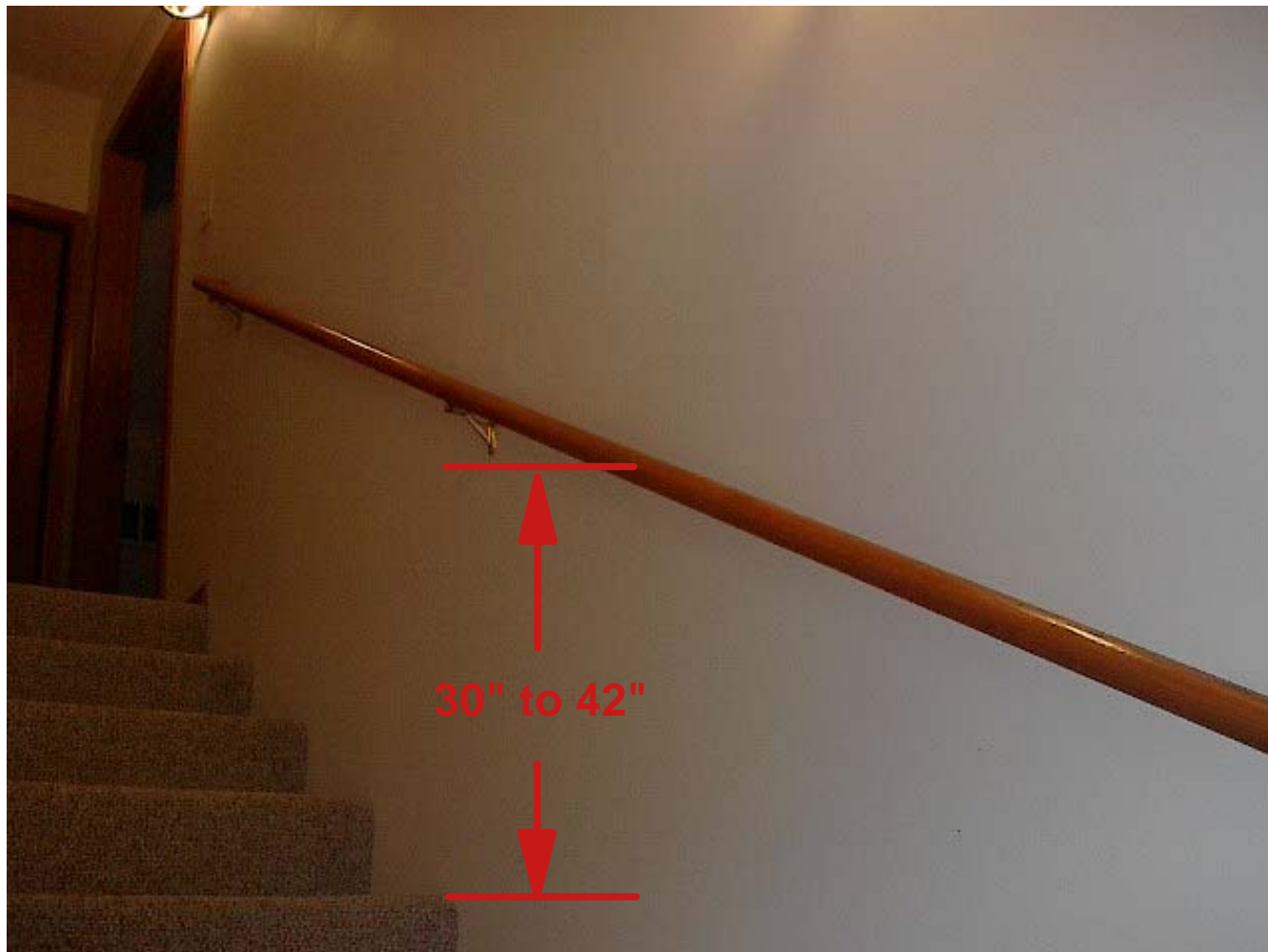
Walking surfaces:

All walking surfaces shall be maintained in sound condition and good repair



Interior handrails and guards:

Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and maintained in good condition.



Extermination - Infestation: All structures shall be free from insect and rodent infestation. (note: the property owner is responsible for extermination within the structure prior to renting or leasing the structure, the occupant of a one family dwelling is responsible for extermination on the premises, the owner of two or more units is responsible for extermination in public or shared areas, if the infestation is caused by the occupant, then the occupant is responsible.)



Note: Excessive pigeon droppings can cause health problems

Mechanical and Electrical Requirements:

(1) Residential occupancies: dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees Fahrenheit in all habitable rooms, bathrooms, and toilet rooms.

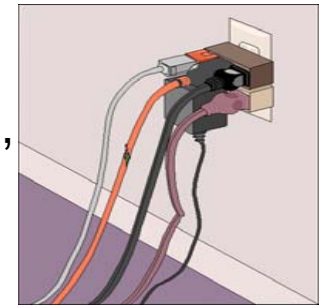
(2) Heat supply: 68 degree Fahrenheit must be maintained/provided by the owner from **October 1st through May 31st.**

(3) Removal of combustible products: all fuel-burning equipment and appliances shall be connected to an approved chimney or vent.

(4) Electrical system hazards include: inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, etc.

(5) Receptacles: Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one grounded-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall contain at least one receptacle. Any new bathroom receptacle shall have ground fault circuit interrupter protection.

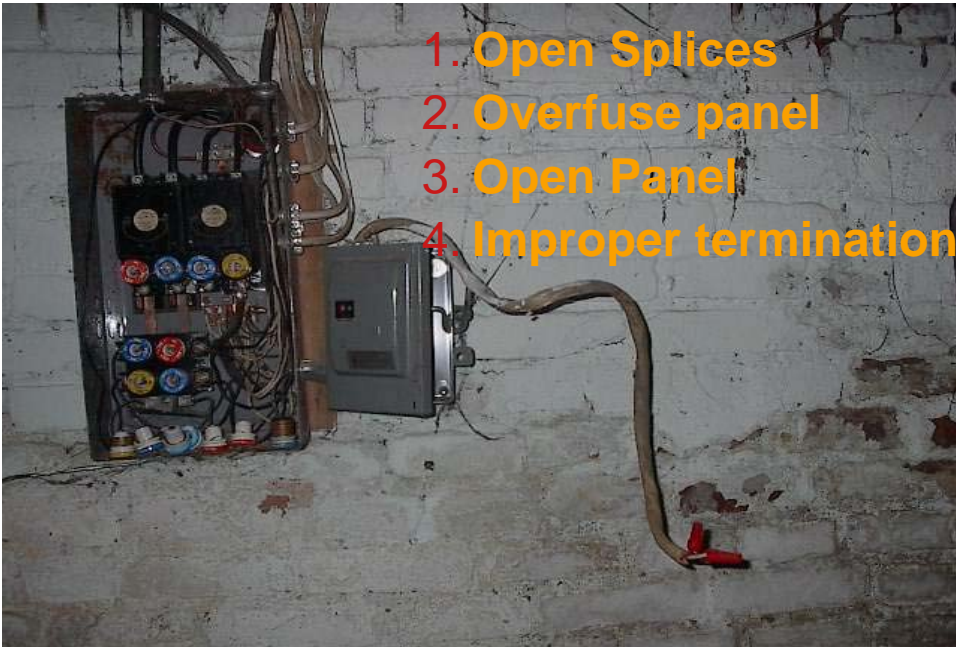
(6) Lighting fixtures: Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room shall contain at least one electric lighting fixture.



Mechanical and Electrical Requirements: Removal of combustible products: all fuel-burning equipment and appliances shall be connected to an approved chimney or vent

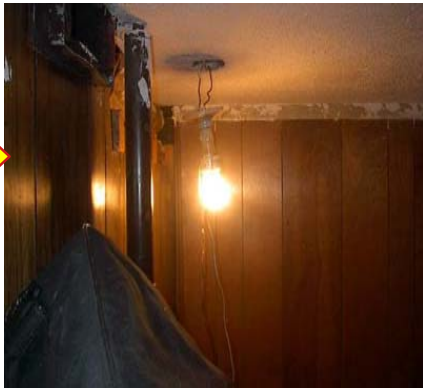


Combustion Products



- 1. Open Splices
- 2. Overfuse panel
- 3. Open Panel
- 4. Improper termination

Need light over panel that is safe



Plumbing Facilities and Fixture Requirements:

Hot and cold running water must be supplied; Every Dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink and each is to be in safe working order; (note: a kitchen sink cannot be substituted for a lavatory); Water heaters shall be properly installed and maintained.



Radiator straps not recognized as being properly maintained



Plastic water lines are not permitted in Bloomington



Ventilation - Clothes Dryer Exhaust:

Shall be independent of all other systems and shall be exhausted in accordance with the manufacturer's specifications.



Follow manufacturer's instructions for installation of dryer vents



Fire Safety Requirements:

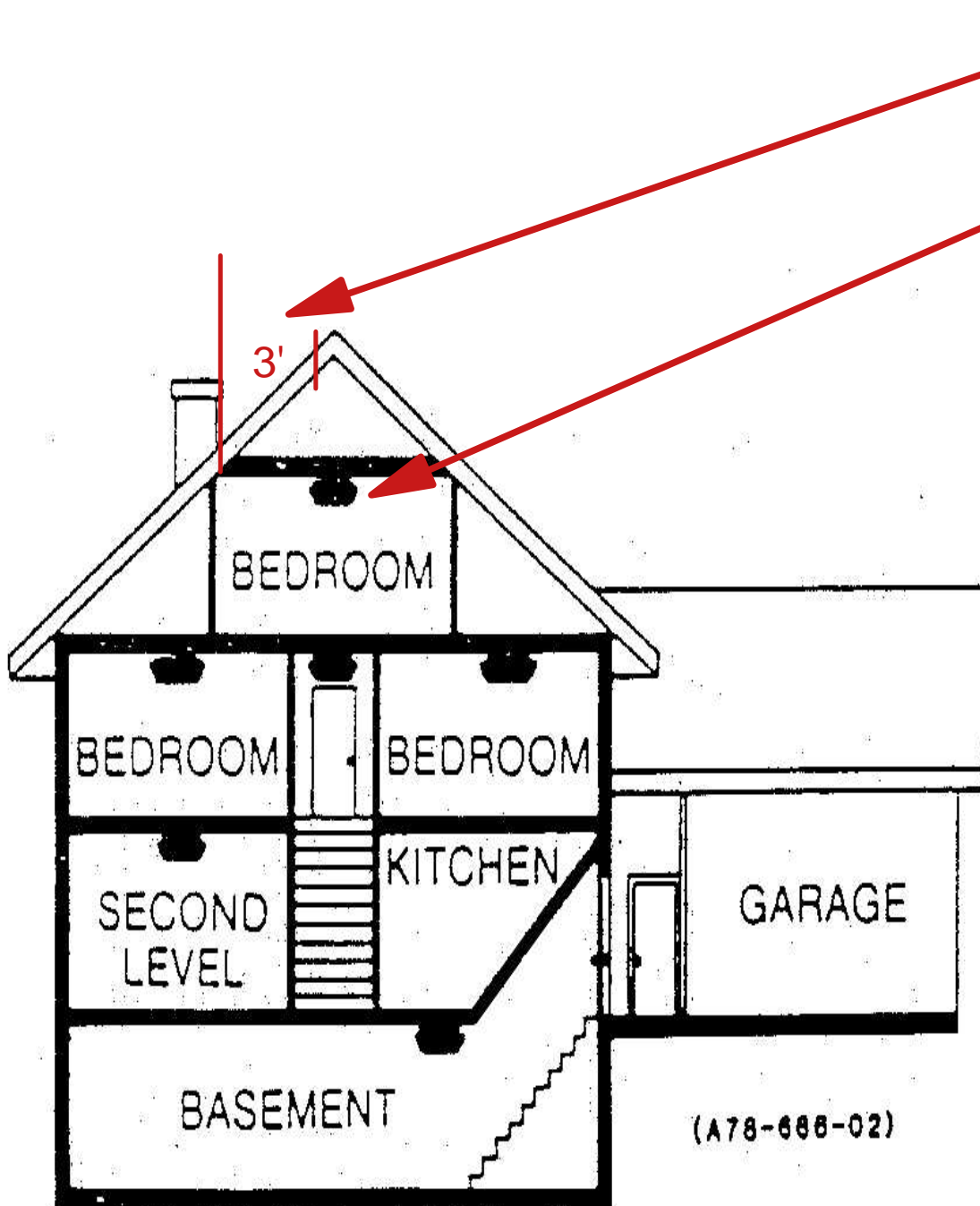
(1) General: A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way

(2) Locked doors: All means of egress shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort

(3) Smoke detectors: All units must have smoke detectors, installed according to the International Fire Code



Placement of Detectors



1. Three feet (3') from peak, if at gable

2. Best placed in center of room, otherwise no closer than 4" to wall

3. Wall mounted at least 4" from ceiling and no more than 6"

☐ SMOKE DETECTORS FOR MINIMUM SECURITY

Figure 3: SMOKE DETECTOR LOCATIONS FOR A MULTI-FLOOR RESIDENCE

(A78-688-02)

Habitable Spaces: Is defined as space in a structure used for living, sleeping, eating, or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

1. Every habitable space shall have at least ONE (1) window of approved size, facing directly to the outdoors or court. (There are some exceptions as permitted by the code)
2. Every common hall or stairway in residential occupancies, other than one and two-family dwellings, shall be lighted at all times with at least a 60--watt light bulb for each 200 square feet of floor area.
3. Other spaces: all other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and the utilization of the appliances, equipment and fixtures.

Occupancy Limitations - Overcrowding:

Dwelling units shall not be occupied by more occupants than permitted by the minimum area requirements.

Minimum Area in SF

Space	1-2 Occupants	3-5 Occupants	6 or More Occupants
Living Room	No Requirements	120	150
Dining room	No Requirements	80	100
Bedrooms	Shall comply with section 404.4, Ch. 45	Shall comply with section 404.4, Ch. 45	Shall comply with section 404.4, Ch. 45

Occupancy Limitations:

No habitable room shall not be less than 7 feet in any plan dimension, other than a kitchen. Kitchens shall have clear passageway of not less than 3 feet between counterfronts and appliances or counterfronts and walls.

Minimum Ceiling Heights:

Generally, habitable spaces, hallways, laundry areas, bathrooms and habitable basement areas shall have a clear ceiling height of not less than seven (7) feet. However, there are exceptions. Contact a building inspector for alternatives for dwelling units with substandard ceiling heights.

Bedroom Requirements:

1. Every bedroom occupied by one person shall contain at least 70 square feet of floor area, and every bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each occupant thereof.
2. Every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom.
3. Kitchens and nonhabitable spaces shall not be used for sleeping purposes.