

PROPERTY MAINTENANCE CODE

NOTICE

- This is an unofficial user-friendly copy of St. Louis County Ordinances 20,851, 21,373 and 22,015, 22,316 for the adoption of the 2000 ICC International Property Maintenance Code, with amendments. Said ordinances being approved on April 9, 2002, April 30, 2003, September 15, 2004 and May 18, 2005 respectively.
- Official copies of St. Louis County ordinances, in total, including certified copies, may be obtained from the St. Louis County Clerk's Office, 41 South Central Avenue, Clayton, Missouri 63105 - Phone: (314) 615-7171

ST. LOUIS COUNTY REVISED ORDINANCES (STLCRO)

TITLE XI

PUBLIC WORKS AND BUILDING REGULATIONS

CHAPTER 1110

THE PROPERTY MAINTENANCE CODE

Subchapter A. Short Title and Scope.

1110.010 Short Title. This chapter may be cited and shall be known as "The Property Maintenance Code." For the purposes of Sections 441.500 et seq. RSMo, this chapter qualifies as the "Housing Code" as defined in Section 441.500(8) RSMo.

(County Ordinance 20,851, approved April 9, 2002)

1110.020 Scope. The provisions of this chapter shall be effective in the portions of St. Louis County outside of incorporated areas.

(County Ordinance 20,851, approved April 9, 2002)

Subchapter B. Adoption and amendment of the ICC International Property Maintenance Code, Year 2000 Edition

(County Ordinance 20,851, approved April 9, 2002)

1110.030 Property Maintenance Code Adopted. A certain document, copies of which are on file in the Offices of the Director of Public Works, Director of Health and the Administrative Director of the County Council, said copies being marked and designated as the ICC International Property Maintenance Code, year 2000 edition ("Code" or "code"), as published by the International Code Council, Inc., shall be and is hereby adopted as the Property Maintenance Code of St. Louis County, Missouri, for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions, and terms of the Code are hereby referred to, adopted and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions, and changes prescribed in this chapter.

(County Ordinance 20,851, approved April 9, 2002)

1110.040 Jurisdictional Titles. Throughout the Code, whenever the terms "Name of Jurisdiction" or "Local Jurisdiction" appear it shall be deemed to mean "St. Louis County, Missouri." Likewise it shall be deemed to mean "St. Louis County, Missouri." Likewise, whenever the term "Department of Building Inspection" appears it shall be deemed to mean "St. Louis County Department of Public Works" and whenever the term "Code" or "code" appears it shall mean the ICC International Property Maintenance Code, year 2000 edition, as adopted herein.

(County Ordinance 20,851, approved April 9, 2002)

1110.050 Contracting with Municipalities.

1. The Director of Public Works is hereby authorized to contract with municipalities within St. Louis County, Missouri, to provide appropriate code enforcement and further to collect fees for applicable permits and inspections issued or made pursuant to such contracts. Contracts shall be approved as to legal form by the County Counselor. No contract shall be entered into until the municipality

desiring to contract with St. Louis County for code enforcement shall first have duly adopted appropriate legislation authorizing said contract (a certified copy to be attached to and made a part of the contract) and duly adopted a code identical in substance to this code.

2. Municipalities wishing to contract with St. Louis County for code enforcement services necessary for the enforcement of a municipal requirement for inspections and permits for the re-occupancy of existing residential buildings and pre-occupancy inspections and permits for new residential building complexes, shall adopt appropriate municipal legislation in which such requirements are established (a certified copy to be attached to and made a part of the contract).
3. Contracts with municipalities for code enforcement services shall provide for the payment to St. Louis County of the fees by the municipality as specified hereunder in Table 1110.050 (1).

TABLE 1110.050 (1)
MUNICIPAL CONTRACT FEES

TYPE OF CODE ENFORCEMENT WORK	FEES
Re-occupancy permit inspections - Single-family dwelling	\$95.35
Re-occupancy permit inspections - Multiple-family dwelling	\$74.97 per unit
Re-occupancy permit inspections - Commercial Properties	See Building Code
Requested inspections at Residential or Commercial properties for other than Re-occupancy permit inspections	\$43.67 per hour
Other requests for code enforcement services related to performance of municipal contracts.	\$43.67 per hour
Notes: 1. Overtime charges will apply for any inspection or service requested beyond normal working hours. 2. Fees for re-occupancy permit inspections shall include one initial inspection and one follow-up inspection. If, because of conditions not in compliance with the requirement of this Property Maintenance Code, additional follow-up inspections are required, the fee for the additional inspections shall be at the rate of \$43.67 per hour.	

(County Ordinance 20,851, approved April 9, 2002)

1110.060 Code Review Committee Assignment. Review of the Property Maintenance Code for the purpose of considering proposed changes to the code and making recommendations to the Building Commission shall be the responsibility of the Building Code Review Committee. The Building Commission and the Building Code Review Committee shall function as set out in Chapter 1101 SLCRO 1974 as amended.

(County Ordinance 20,851, approved April 9, 2002)

1110.100 Amendments to Chapter 1 - ICC International Property Maintenance Code – Chapter 1 – Administration and Enforcement. Chapter 1 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the Code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted, or amended to read as set forth below. Each provision set out below without a corresponding section, subsection or clause number in the Code is hereby enacted and added thereto.

101.1 Title. These regulations shall be known as the Property Maintenance Code of St. Louis County, Missouri, hereinafter referred to as “this code”.

102.3 Application of other codes. The Building, Plumbing, Mechanical and Electrical codes referenced in this code and listed in Chapter 8 of this Code shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and referenced codes, the provisions of this code shall apply. Nothing in this code shall be construed to cancel, modify or set aside any provision of the Zoning Ordinance of St. Louis County.

103.1 General. The authority of property maintenance inspection is hereby created and the executive official in charge thereof shall be known as the "code official."

103.2 Appointment. Delete

103.6 Fees. The fees for activities and services performed by the Department of Public Works in carrying out its responsibilities under this code shall be as indicated in sections 1110.050 (municipal contracts) and 1110.1065 (property conservation districts) of this code.

106.4 Violation penalties. Any person, who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served, shall be deemed a separate offence.

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

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code; except, however, that the time allowed in any correction order pertaining to the removal of graffiti in compliance with section 302.9 shall not exceed thirty (30) days and said correction order shall further advise that the matter will be referred to the County Counselor for prosecution without further notice at the expiration of the prescribed period if the graffiti violation has not been remedied.
5. Inform the property owner of the right to appeal.

107.3 Method of Service. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally; or
2. Sent by certified or first-class mail addressed to the last known address; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice and in or about the premises affected by such notice.

SECTION 110 DEMOLITION

110.1 General. The demolition of all structures shall be in accordance with the provisions of the Building Code listed in Chapter 8 of this code.

110.2 Notices and orders. Delete

110.3 Failure to comply. Delete

110.4 Salvage materials. Delete

SECTION 111 MEANS OF APPEAL

111.1 Application for appeal. Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the board of appeals pursuant to the procedures adopted in Chapter 1101 SLCRO 1974, as amended. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent form of compliance will be used.

111.1.1 Filing Fee. An application for appeal may not be filed without full payment of the filing fee prescribed in Chapter 1100.130 SLCRO 1974 as amended.

111.2 Membership of board. The board of appeals shall consist of the members of the St. Louis County Building Commission as set forth in Article IV, Section 4.330 of the St. Louis County Charter.

111.2.1 Alternate members. (Board of Appeals) Delete

111.2.2 Chairman. (Board of Appeals) Delete

111.2.3 Disqualification of members. (Board of Appeals) Delete

111.2.4 Secretary. (Board of Appeals) Delete

111.2.5 Compensation of members. (Board of Appeals) Delete

111.3 Notice of meeting. (Board of Appeals) Delete

111.4 Open meeting. (Board of Appeals) Delete

111.4.1 Procedures. (Board of Appeals) Delete

111.5 Postponed hearing. (Board of Appeals) Delete

111.6 Board decision. (Board of Appeals) Delete

111.6.1 Records and copies. (Board of Appeals) Delete

111.6.2 Administration. (Board of Appeals) Delete
(County Ordinance 20,851, approved April 9, 2002)

1110.200 Amendments to Chapter 2 – ICC International Property Maintenance Code, year 2000 edition – Chapter 2 – Definitions. Chapter 2 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section, definition or clause of the Code that corresponds to one of the following provisions is hereby deleted where so noted or amended as set forth below. Each provision set out below without a corresponding section, sub-section, definition or clause in the code is hereby enacted and added thereto.

SECTION 201 GENERAL

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the St. Louis County Building, Plumbing, Mechanical, and Electrical Codes and in the St. Louis County Zoning Ordinance, such terms shall have the meaning ascribed to them therein.

SECTION 202 GENERAL DEFINITIONS

BOARD OF APPEALS. The five members of the St. Louis County Building Commission as set forth in Article IV, Section 4.330 of the St. Louis County Charter.

CODE OFFICIAL. The Director of Public Works for those Property Maintenance Code enforcement duties performed by the St. Louis County Public Works Department, or the Director of Health for those Property Maintenance Code enforcement duties performed by the St. Louis County Health Department, or any person(s) or agent(s) employed or designated by the Directors to enforce this code.

VEHICLE. A device normally required to be licensing and intending to transport persons or property and which is drawn, driven or otherwise transported on land, air or water.
(County Ordinance 20,851, approved April 9, 2002)

1110.300 Amendments to Chapter 3 - ICC International Property Maintenance Code – Chapter 3 – General Requirements. Chapter 3 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted or amended to read as set forth below. Each provision set out below without a corresponding section, sub-section or clause number in the code is hereby enacted and added thereto.

SECTION 302 EXTERIOR PROPERTY AREAS

302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of eight (8) inches (203mm). All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided, however, this term shall not include cultivated flowers and gardens.

302.7 Accessory structures. All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

302.7.1 Gates. Gates which are required to be self-closing and self-latching in accordance with the Building Code listed in Chapter 8 of this code shall be maintained such that the gate will positively close and latch when released from a still position of 6 inches (152mm) from the gatepost.

302.7.2 Swimming pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair. New and existing swimming pools shall be provided with a protective enclosure barrier as defined in the Building Code listed in Chapter 8 of this code.

302.8 Vehicles. Except as provided for in other regulations, no inoperative or unlicensed vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

SECTION 303 EXTERIOR STRUCTURE

303.10 Stairways, decks, porches and balconies. Every exterior stairway, deck, porch, balcony, roof assembly, cover, handrail, guard, tread, riser and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

303.10.1 Stair dimension tolerances. Treads and risers shall be significantly the same in depth or height so as to not create a trip hazard.

303.12 Handrails and guards. Every flight of stairs which is more than four risers high shall have a handrail on at least one side of the stair, and every open portion of a stair, landing or balcony which is more than 30 inches (762mm) above the floor or grade below shall have guards. Every handrail and guard shall be firmly fastened and capable of supporting normal imposed loads and shall be maintained in good condition.

303.12.1 Handrail and guard installations. The replacement or installation of handrails and/or guards shall be in accordance with the Building Code listed in Chapter 8 of this code.

303.14 Insect screens. During the period from April 15 to November 15, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25mm) and every swinging door shall have a self closing device in good working condition.

Exception: Screen doors shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

SECTION 304 INTERIOR STRUCTURE

304.4.1 Stair dimension tolerances. Treads and risers shall be significantly the same in depth or height so as to not create a trip hazard.

304.5 Handrails and guards. Every flight of stairs which is more than four risers high shall have a handrail on at least one side of the stair, and every open portion of a stair, landing or balcony which is more than 30 inches (762mm) above the floor or grade below shall have guards. Every handrail and guard shall be firmly fastened and capable of supporting normal imposed loads and shall be maintained in good condition.

304.5.1 Handrail and/or Guard Installations. The replacement or installation of handrails and/or guards shall be in accordance with the Building Code listed in Chapter 8 of this code.
(County Ordinance 20,851, approved April 9, 2002)

1110.400 Amendments to Chapter 4 - ICC International Property Maintenance Code – Chapter 4 – Light, Ventilation and Space Requirements. Chapter 4 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the Code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted or amended to read as set forth below. Each provision set out below without a corresponding section, sub-section or clause number in the code is hereby enacted and added thereto.

401.3 Alternative devices. In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the Building Code and the Mechanical Code listed in Chapter 8 of this code shall be permitted.
(County Ordinance 20,851, approved April 9, 2002)

1110.500 Amendments to Chapter 5 - ICC International Property Maintenance Code – Chapter 5 – Plumbing Facilities and Fixture Requirements - Chapter 5 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted or amended to read as set forth below. Each provision set out below without a corresponding section, sub-section or clause number in the code is hereby enacted and added thereto.

505.1 General. Every sink, lavatory, laundry facility, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs, and showers shall be supplied with hot or tempered and cold running water in accordance with the Plumbing Code listed in Chapter 8 of this code.

507.1 General. Drainage of roofs, paved areas, yards and courts, and other open areas on the premises shall not be modified or altered to discharge in a manner that creates a public nuisance.
(County Ordinance 20,851, approved April 9, 2002)

1110.600 Amendments to Chapter 6 - ICC International Property Maintenance Code – Chapter 6 – Mechanical and Electrical Requirements - Chapter 6 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted or amended to read as set forth below. Each provision set out below without a corresponding section, sub-section or clause number in the code is hereby enacted and added thereto.

602.2 Residential occupancies. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 65° F (18° C) in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in the Plumbing Code listed in Chapter 8 of this code. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units, rooming units, dormitory or guestroom on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1 to May 15 to maintain a temperature of not less than 65° F (18° C) in all habitable rooms, bathrooms, and toilet rooms.

Exception: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Plumbing Code listed in Chapter 8 of this code.

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to May 15 of each year to maintain a temperature of not less than sixty-five (65) degrees Fahrenheit (eighteen degrees centigrade) during the period the spaces are occupied. Exceptions: 1. Processing, storage and operation areas that require cooling or special temperature conditions; 2. Areas in which persons are primarily engaged in various physical activities.

604.2 Service. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the Electrical Code listed in Chapter 8 of this code. Dwelling units shall be served by a three-wire, 120/240-volt, single- phase electrical service having a rating of not less than 60 amperes.
(County Ordinance 20,851, approved April 9, 2002)

1110.700 Amendments to Chapter 7 - ICC International Property Maintenance Code – Chapter 7 – Fire Safety Requirements. Chapter 7 of the International Property Maintenance Code, year 2000 edition, is amended by the following provisions. Each section, sub-section or clause of the code that numerically corresponds to one of the following numbered provisions is hereby deleted where so noted or amended to read as set forth below. Each provision set out below without a corresponding section, sub-section or clause number in the code is hereby enacted and added thereto.

702.2 Aisles. The required width of aisles in accordance with the Building Code listed in Chapter 8 of this code shall be unobstructed.

702.3 Locked doors. All means of egress doors shall be readily operable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the Building Code listed in Chapter 8 of this code.

702.4 Emergency escape openings. Required emergency escape and rescue openings shall be openable from the inside of the room without the use of keys or tools. Bars, grills, grates, or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the Building Code listed in Chapter 8 of this code and

such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening. Where such bars, grilles, grates, or similar devices are installed in existing buildings, smoke detectors shall be installed in accordance with Section 704 of this code.

704.2 Installation. Approved single-station smoke alarms shall be installed in existing dwelling units, congregate residence, and hotel and lodging house guestrooms. Installation shall be in accordance with the Building Code listed in Chapter 8 of this code.

(County Ordinance 20,851, approved April 9, 2002)

Subchapter C. Establishment and Disestablishment of Property Conservation Districts

1110.1000 Petition May Be Filed by Whom; Petition Filed with the Director of Planning. Persons desiring to request the County Council to establish a property conservation district or disestablish an existing property conservation district shall submit a petition addressed to the County Council and filed with the Director of Planning making such request as provided herein. The petition shall be given to the Planning Commission for its review and recommendation to the County Council.

(County Ordinance 20,851, approved April 9, 2002)

1110.1005 Contents of Petition; Who May Sign Petition. The petition shall contain:

1. A description of the boundaries of the proposed or existing property conservation district, including, for example, street boundaries and/or other definite geographical boundaries; and
2. A request that the Council pass legislation establishing a property conservation district or disestablishing an existing district, and the reasons why such district should be established or disestablished; and
3. Signatures of owners of at least ten percent (10%) of the parcels within the proposed or existing property conservation district.

(County Ordinance 20,851, approved April 9, 2002)

1110.1010 Initiation of Planning Commission Review by Order of County Council. The County Council may, by order, order the Planning Commission to investigate the establishment or disestablishment of a property conservation district as though a petition had been filed in the manner stated above.

(County Ordinance 20,851, approved April 9, 2002)

1110.1015 Reviews by Planning Commission. The Planning Commission shall take the petition or the order of the County Council and investigate the desirability of establishing or disestablishing a property conservation district. In the course of investigating the desirability of establishing a property conservation district upon the submission of a petition, the Planning Commission may also investigate the desirability of establishing a district with boundaries different than that described in the petition, where the area so investigated contains a portion of the area included in the petition. Such investigation shall not require returning the petition to the petitioners for the acquisition of additional signatures.

(County Ordinance 20,851, approved April 9, 2002)

1110.1020 Notice of Hearing Before Planning Commission. The Director of Planning shall cause public notice of the hearing required in Section 1110.1025 to be given as follows: publication at least once in some daily, triweekly, or weekly newspaper of general circulation in St. Louis County which shall have been published regularly and consecutively for a period of three (3) years. Publication shall commence not more than thirty (30) nor less than fifteen (15) days before the hearing date. Every affidavit of proof of publication shall state that said publication and the newspaper in which notice was published has met the requirements of the foregoing provisions and those of Chapter 493 RSMo, as amended, governing legal publications, notice and advertisement. Notice shall contain at least the following:

1. Whether the Planning Commission is considering establishing or disestablishing a property conservation district.
2. The boundary of the proposed or existing district as contained in the petition or Council order.
3. The date, time and location of the hearing. The date of the hearing shall be within ninety (90) days of the date of the filing of the petition or of the date of the Council order, unless the Planning Commission, by resolution, states reasons why the hearing will not be held within ninety (90) days.

(County Ordinance 20,851, approved April 9, 2002)

1110.1025 Hearing Before Planning Commission. The Planning Commission shall hold a public hearing on each petition or order relating to a property conservation district at such time as indicated in the published notices.

(County Ordinance 20,851, approved April 9, 2002)

1110.1030 Recommendation to County Council by Planning Commission; Criteria.

1. The Planning Commission shall make a recommendation to the County Council concerning the matters contained in the petition or Council order. The recommendation shall state whether the Planning Commission recommends that a property conservation district be established or not or disestablished or not, as the case may be.
2. If the Planning Commission recommends that a district be formed, the recommendation shall also contain the following:
 - a) A description of the boundaries of the proposed district including, for example, street boundaries or definite geographical boundaries and shall also include a map showing the boundaries of the proposed district. If the investigation of the Planning Commission was initiated by petition and the Planning Commission is recommending that the district have boundaries different than that described in the petition, then the recommendation of the Planning Commission shall note how such proposed area differs from the boundaries proposed in the petition.
 - b) A general description of the housing stock existing within the proposed district, including:
 - i. the age of the dwellings, showing the percentage of the housing units counted in the most recent census that are over twenty years old.
 - ii. the number and types (single family, multifamily, rental, owner-occupied, etc.) of the dwelling units.
 - iii. the percentage of occupancy within the proposed district, and, if known, the degree of crowding within dwelling units, including the percentage of housing units having more than one person per room.
 - iv. the percentage of housing units lacking connection to public sewers where sewer service is available.
 - v. the relationship in change in housing values within the proposed district compared with the County as a whole as indicated by trends in assessed values in the area.
 - vi. significant non-residential land uses within the proposed district.
 - vii. how the criteria described in Section 1110.1038 have been used to establish the boundary of the proposed district.
 - c) Reasons why the Planning Commission believes that quality of the housing stock in the proposed property conservation district will diminish if a property conservation district is not formed.

(County Ordinance 20,851, approved April 9, 2002)

1110.1035 Enactment by County Council of Ordinance Establishing Property Conservation District Legislative Findings of Fact.

1. Following receipt of the recommendation of the Planning Commission, the Council may enact an ordinance establishing a property conservation district or districts, or disestablishing an existing district or districts. The ordinance shall contain at least the following:
 - a. A description of the boundaries of the proposed or existing property conservation district, including, for example, street boundaries and/or other definite geographical boundaries, as

well as a statement indicating the manner of compliance with the criteria established in Section 1110.1038 if a district is being created.

- b. A statement that the Council finds that a property conservation district is desirable to preserve and enhance the quality of the housing stock in the district (if a district is being created) or that a property conservation district no longer serves or is no longer desirable to preserve the quality of the housing stock in the district (if a district is being disestablished).

(County Ordinance 20,851, approved April 9, 2002)

1110.1037 Notification of Property Owners of Formation of Property Conservation District.

Following the enactment of an ordinance establishing a property conservation district, the code official shall make reasonable efforts to inform owners of real estate within the new district that the district has been formed and that permits are required for changes in occupancy as specified by **subchapter D** of this code.

(County Ordinance 20,851, approved April 9, 2002)

1110.1038 Boundary Requirements for Property Conservation District. A Property Conservation District may only be created where:

1. the district contains more than five hundred (500) residential dwelling units; or
2. the district is substantially surrounded by one or more of the following:
 - a. a municipal or county boundary;
 - b. a natural geological feature, such as a stream or cliff, which has the effect of creating a distinct natural boundary between residential dwelling areas, or a residential dwelling area and a non-residential area;
 - c. an artificial feature, such as a major roadway, which has the effect of creating a distinct logical boundary between residential dwelling areas, or a residential dwelling area and a non-residential area;
 - d. a substantial change in land use, such as a boundary created between an area which is primarily residential in character and an area which is primarily rural in character;
 - e. a distinct boundary between existing identifiable communities, where such communities are distinguished principally by age of housing and are generally recognized as being distinct communities.

(County Ordinance 20,851, approved April 9, 2002)

Subchapter D. Occupancy, Re-Occupancy and Pre-Occupancy Permits in Property Conservation Districts

1110.1040 Definitions. The following terms shall have the meanings indicated in this **Subchapter**.

Certificate of Occupancy: A certificate issued under the provisions of the Building Code indicating a building or structure may be occupied after the completion of work for which a building permit was issued.

Re-occupancy permit: A permit to re-occupy an existing dwelling unit by a new tenant or owner.

Pre-occupancy permit: A permit to occupy individual dwelling units within a complex of two or more Type II residential buildings, including all common and/or public areas and equipment common to more than one dwelling unit.

Type I units include single family residential dwelling units in buildings containing one single family dwelling unit and accessory structures, as well as each single family residential dwelling unit in a building containing two single family residential dwelling units (some of which may also be known as a duplexes) and accessory structures and also includes residential dwelling units which are units of condominiums under Chapter 448 RSMo.

Residential condominium units are residential dwelling units, which are units of condominiums under Chapter 448 RSMo. For the purposes of this **subchapter** only, the term "condominium" also includes real property owned by a cooperative housing association. The term "cooperative housing association" means an association, whether incorporated or unincorporated, organized for the purpose of owning and operating residential real property, the shareholders of members of which, by reason of their ownership of a stock or membership certificate, a proprietary lease or other evidence of membership, are entitled to occupy a dwelling unit pursuant to the terms of a proprietary lease or occupancy agreement. For the purpose of this **subchapter** only, the term "residential condominium" unit includes residential units within a structure owned by such a cooperative housing association.

Type II units include each single family residential dwelling unit which is not a Type I dwelling unit. This includes, but may not be limited to, dwelling units, which are in apartment complexes or in other buildings containing three or more single family residential dwelling units.

Type II unit complexes are collections of Type II units in the same building or adjacent buildings, under common ownership.

Type III units are dwelling units which are not single family dwelling units, including, but not limited to, dormitories, hotels and buildings containing rooming units.

Type IV units are buildings and structures or parts thereof that are not Type I units, Type II units or Type III units.

(County Ordinance 20,851, approved April 9, 2002)

1110.1045 Disclosure of Occupancy Permit Requirement upon Conveyance or Rental.

1. Every person who conveys or rents property, and every real estate agent or broker, attorney, or person acting on behalf of a person who conveys or rents property shall disclose in writing to the person(s) or entity(ies) to whom the property is being conveyed or rented that the property is subject to the requirements of this chapter and that occupancy and re-occupancy permits may be required for single-family residential dwelling units. Written disclosure shall be made prior to execution of any written contract for conveyance or rental of the property, or prior to conveyance or rental if no written contract is executed.
2. Beginning on July 1, 2007, every person who conveys or rents property and every real estate agent or broker, attorney, or person acting on behalf of a person who conveys or rents property shall disclose in writing to the person(s) or entity(ies) to whom the property is being conveyed or rented that occupancy and re-occupancy permits are required for single-family residential dwelling units. Written disclosure shall be made prior to execution of any written contract for conveyance or rental of the property, or prior to conveyance or rental if no written contract is executed.
3. For purposes of this section, the term "person who conveys or rents property" shall include, in addition to the conveyer or landlord, any person or firm responsible for management of the property.

(County Ordinance 22,316, approved May 18, 2005)

1110.1050 Occupancy, Re-occupancy, and Pre-Occupancy Permits Required.

1. Type I and II units. No person shall occupy or permit the occupancy of any Type I or Type II unit which the owner does not occupy or which is within a property conservation district unless an occupancy or re-occupancy permit has been issued for said person's occupancy of that unit by the code official and the permit is available for inspection at the unit. A re-occupancy permit is required for each change of occupancy of a Type I or Type II unit wherein an owner will not occupy the unit or wherein the unit is within a property conservation district. Occupants of a Type I or Type II unit who occupy a dwelling unit at the time of creation of a property conservation district or at the time this ordinance becomes effective are not required to obtain a re-occupancy permit until the first change of occupancy following the creation of the district or the first change of occupancy requiring a permit after this ordinance becomes effective.

2. Type I and II units. Beginning on July 1, 2007, no person shall occupy or permit the occupancy of any Type I or Type II unit unless an occupancy or re-occupancy permit has been issued for said person's occupancy of that unit by the code official and the permit is available for inspection at the unit. A re-occupancy permit is required for each change of occupancy of a Type I or Type II unit. Occupants of a Type I or Type II unit who occupy a dwelling unit at the time this ordinance becomes effective are not required to obtain a re-occupancy permit until the first change of occupancy after this ordinance becomes effective.
3. Type II unit complexes. No occupancy or re-occupancy permit shall be issued for a Type II unit which the owner does not occupy or which is within a property conservation district, or for any Type II unit following July 1, 2007, unless a pre-occupancy permit has been issued for the Type II unit complex within which the unit is located.
4. Applications for occupancy, re-occupancy and pre-occupancy permits shall be made on forms prescribed by the code official. The code official may establish administrative procedures to assure increased efficiency of the permitting process, including but not limited to procedures to accept applications from owners before specific renters (occupants) are identified. These applications shall have associated inspections conducted but with the final permits withheld until the occupants are identified. The inspections, in these cases, shall remain valid for a minimum of sixty (60) days and shall require no further inspection in order to issue the reoccupancy permit.
5. New (not previously occupied) Type I and Type II units. An occupancy permit shall be issued for newly constructed Type I and Type II units under the provisions of Section 1110.1075, item 3 of this code.

Note: See item 2 of Section 1110.1065 for permit inspection fee exemptions.
(County Ordinance 20,851, approved April 9, 2002)

1110.1051 Exemption from Inspection Requirement.

1. The Director of Public Works may, by rule adopted after public hearing, exempt a dwelling unit or units or any class of dwelling unit or units from inspection, provided that the Director makes a finding that another governmental entity is performing inspections of the dwelling units according to similar requirements for passing the inspection. If a class of units is exempted under this section, the class of units so described may be any definition, which is reasonable, and need not bear any relationship to the types of units defined in Section 1110.1040. Following adoption of the rule, the Director shall forward a copy of his findings, with an indication of the date and location of the public hearing, to the Administrative Director of the County Council.
2. Newly constructed Type I and Type II units shall be exempt from re-occupancy inspection requirements for a period of five (5) years from receipt of a new construction occupancy permit and newly constructed Type II units shall be exempt from pre-occupancy inspection requirements for a period of five (5) years from receipt of a new construction occupancy permit; except, however, that this exemption shall not apply to any unit for which an occupancy permit has been issued prior to the effective date of this ordinance.
3. Units within those Type II unit complexes that contain more than nine (9) units shall be partially exempt from re-occupancy permit inspection requirements as follows: if re-occupancy permits have been issued upon initial inspection for the most recent ten (10) consecutive units within a 36-month period, then the code official shall exempt randomly two thirds of the units within the subject complex from the normally required physical inspections. The code official shall discontinue such exemption if a re-occupancy permit is not issued upon initial inspection for each of two consecutive units.

(County Ordinance 20,851, approved April 9, 2002)

1110.1050 Occupancy, Re-occupancy, and Pre-Occupancy Permits Required.

1. Type I and II units. No person shall occupy or permit the occupancy of any Type I or Type II unit which the owner does not occupy or which is within a property conservation district unless an occupancy or re-occupancy permit has been issued for said person's occupancy of that unit by the code official and the permit is available for inspection at the unit. A re-occupancy permit is required for each change of occupancy of a Type I or Type II unit wherein an owner will not occupy the unit or wherein the unit is within a property conservation district. Occupants of a Type

I or Type II unit who occupy a dwelling unit at the time of creation of a property conservation district or at the time this ordinance becomes effective are not required to obtain a re-occupancy permit until the first change of occupancy following the creation of the district or the first change of occupancy requiring a permit after this ordinance becomes effective.

2. Type I and II units. Beginning on July 1, 2007, no person shall occupy or permit the occupancy of any Type I or Type II unit unless an occupancy or re-occupancy permit has been issued for said person's occupancy of that unit by the code official and the permit is available for inspection at the unit. A re-occupancy permit is required for each change of occupancy of a Type I or Type II unit. Occupants of a Type I or Type II unit who occupy a dwelling unit at the time this ordinance becomes effective are not required to obtain a re-occupancy permit until the first change of occupancy after this ordinance becomes effective.
3. Type II unit complexes. No occupancy or re-occupancy permit shall be issued for a Type II unit which the owner does not occupy or which is within a property conservation district, or for any Type II unit following July 1, 2007, unless a pre-occupancy permit has been issued for the Type II unit complex within which the unit is located.
4. Applications for occupancy, re-occupancy and pre-occupancy permits shall be made on forms prescribed by the code official. The code official may establish administrative procedures to assure increased efficiency of the permitting process, including but not limited to procedures to accept applications from owners before specific renters (occupants) are identified. These applications shall have associated inspections conducted but with the final permits withheld until the occupants are identified. The inspections, in these cases, shall remain valid for a minimum of sixty (60) days and shall require no further inspection in order to issue the reoccupancy permit.
5. New (not previously occupied) Type I and Type II units. An occupancy permit shall be issued for newly constructed Type I and Type II units under the provisions of Section 1110.1075, item 3 of this code.

Note: See item 2 of Section 1110.1065 for permit inspection fee exemptions.
(County Ordinance 22,316, approved May 18, 2005)

1110.1051 Exemption from Inspection Requirement.

1. The Director of Public Works may, by rule adopted after public hearing, exempt a dwelling unit or units or any class of dwelling unit or units from inspection, provided that the Director makes a finding that another governmental entity is performing inspections of the dwelling units according to similar requirements for passing the inspection. If a class of units is exempted under this section, the class of units so described may be any definition, which is reasonable, and need not bear any relationship to the types of units defined in Section 1110.1040. Following adoption of the rule, the Director shall forward a copy of his findings, with an indication of the date and location of the public hearing, to the Administrative Director of the County Council.
2. Newly constructed Type I and Type II units shall be exempt from re-occupancy inspection requirements for a period of five (5) years from receipt of a new construction occupancy permit and newly constructed Type II units shall be exempt from pre-occupancy inspection requirements for a period of five (5) years from receipt of a new construction occupancy permit; except, however, that this exemption shall not apply to any unit for which an occupancy permit has been issued prior to the effective date of this ordinance.
3. Units within those Type II unit complexes that contain more than nine (9) units shall be partially exempt from re-occupancy permit inspection requirements as follows: if re-occupancy permits have been issued upon initial inspection for the most recent ten (10) consecutive units within a 36-month period, then the code official shall exempt randomly two thirds of the units within the subject complex from the normally required physical inspections. The code official shall discontinue such exemption if a re-occupancy permit is not issued upon initial inspection for each of two consecutive units.

(County Ordinance 22,316, approved May 18, 2005)

1110.1060 Inspection.

1. Type I and II units. Upon receipt of an occupancy or re-occupancy permit application accompanied by the appropriate permit inspection fee, the code official shall cause an inspection

to be made for the purpose of determining whether or not the Type I or Type II unit complies with the provisions of this code; except, however, that neither a permit inspection fee nor an inspection shall be required for inclusion on the occupancy or re-occupancy permit of the name of a child born to or adopted by a person listed on the occupancy or re-occupancy permit after issuance of said permit. Such inspection shall be made within five (5) working days of receipt of the application by the code official. If the unit does not comply, then the inspector shall give the applicant a written notice of deficiencies.

2. Type II unit complexes. Upon receipt of a pre-occupancy permit application accompanied by the appropriate permit inspection fee, the code official shall inspect the exterior and common portions of each Type II unit complex for the purpose of determining whether or not the exterior of the complex and its common portions comply with the provisions of this code. If the inspection reveals noncompliance with this code, the inspector shall give the applicant or his agent a written notice of deficiencies. The code official shall use his/her best efforts to conduct the first inspection of a Type II unit complex within sixty (60) days of receipt of a pre-occupancy permit application and permit inspection fee.

(County Ordinance 22,316, approved May 18, 2005)

1110.1065 Permit Inspection Fees. Fees for Permit Inspections shall be in accordance with Table 1110.1065(1).

TABLE 1110.1065(1)
PERMIT INSPECTION FEES

TYPE OF UNIT	FEE
Type I units Occupancy & Re-Occupancy - Permit Inspections	\$80.00 for each unit
Type II units Occupancy & Re-Occupancy - Permit Inspections	\$40.00 for each unit
Complexes ---- Type II units Pre-Occupancy Permit Inspections - Permit inspection fees for the inspection of exterior of premises and common areas shall be:	3 to 50 units = \$75.00 51 to 100 units = \$125.00 101 to 200 units = \$200.00 Over 200 units = \$1.00 per unit
Note: Fees for re-occupancy permit inspections, and pre-occupancy permit inspections, shall include one initial inspection and one follow up inspection. If, additional follow up inspections are made because of conditions not in compliance with the requirement of the Property Maintenance Code an additional fee of \$40.00 per inspection shall be paid.	

1. Permit inspection fees shall be paid at the time of permit application.
2. Type I and Type II units. Newly constructed Type I and Type II units shall be exempt from permit inspection fees as prescribed in this code.

(County Ordinance 22,015, Approved September 15, 2004 Effective January 1, 2005)

1110.1067 Reinspection.

1. Upon receipt of a notice of deficiencies, the applicant shall both correct all such deficiencies and advise the code official that the deficiencies have been corrected within ninety (90) days. Failure to correct the deficiencies and so advise the code official within ninety (90) days shall cause the application to lapse and no re-occupancy or pre-occupancy permit shall be issued until a new application is filed and a new inspection made.
2. Upon notice to the code official by the applicant or his agent that there has been completion of remedial action addressing the deficiencies listed in the notice of deficiencies, the code official shall cause the Type I or II unit or the exterior and common portions of a condominium containing residential condominium units or the exterior and common portions of a Type II unit complex to be re-inspected. The code official shall charge additional permit inspection fees as stipulated in Table 1110.1065 in this code.
3. Notwithstanding action correcting the deficiencies noted in the original notice of deficiencies, the code official shall not issue a re-occupancy or pre-occupancy permit where there remains noncompliance with the code where such noncompliance has first occurred following the initial

inspection, or was not apparent upon use of reasonable diligence by the inspector upon the first inspection.

(County Ordinance 20,851, approved April 9, 2002)

1110.1070 When Permit Expires.

1. Type I and II units. - Where a re-occupancy permit has been issued for a Type I or Type II unit, but change of occupancy has not occurred within ninety (90) days following issuance of the permit, or where the unit is unoccupied for ninety (90) days following issuance of the permit, the permit shall expire, and a new re-occupancy permit shall be required before any occupancy may occur.
2. Type II unit complexes. - The pre-occupancy permit for a Type II unit complex shall expire two (2) years following its issuance.

(County Ordinance 20,851, approved April 9, 2002)

1110.1072 Access to Premises.

1. Type I and II units. No re-occupancy permit shall be issued for a Type I or Type II unit where the owner or occupant, or prospective owner or occupant denies access to the premises for inspection or reinspection or takes other action or fails to take necessary action which has the effect of precluding inspection or reinspection by the code official, nor where access is denied to common areas of a condominium adjacent to or closely associated with the unit being inspected.
2. Type II unit complexes. No pre-occupancy permit shall be issued for a Type II unit complex where the owner denies access to the premises for inspection or fails to take necessary action which has the effect of precluding inspection or re-inspection by the code official.

(County Ordinance 20,851, approved April 9, 2002)

1110.1075 Issuance of Permit; Standards.

1. Type II unit complexes. A pre-occupancy permit shall be issued for a Type II unit complex if the exterior and common portions of the Type II unit complex are in compliance with the applicable requirements of this code. The permit shall indicate the maximum number of persons permitted to reside in each Type II unit in the Type II unit complex.
2. Type I and Type II units. An occupancy permit shall be issued for a newly constructed Type I or a Type II unit after structures have received all final construction approvals as required by the building code listed in Chapter 8 of this code and a certificate of occupancy is issued pursuant to that code. The occupancy permit issued under this code shall indicate the number of persons permitted to reside in the unit and the name of each person for whom occupancy is authorized. The permit shall be amended without additional charge upon the applicant's request, for up to ninety (90) days after its issuance, to name additional occupants as otherwise permitted. Exception: Demonstration homes for a subdivision, and homes constructed on speculation by the builder, shall not require an occupancy permit until first occupancy by a family.
3. Type I and II units. A re-occupancy permit shall be issued for a Type I or Type II unit if the unit is in compliance with the applicable requirements of this code. The permit shall indicate the maximum number of persons permitted to reside in the unit under this code and the name of each person for whom occupancy is authorized. The permit shall be amended without additional charge upon the applicant's request, for up to ninety (90) days after its issuance, to name additional occupants as otherwise permitted. Where the Type I unit is a residential condominium unit, a permit shall not be issued where common areas adjacent to the unit or areas closely associated with the occupancy of such unit are not in compliance with the requirements of this code. If portions of the common area not adjacent to the unit and not closely associated with the occupancy of a unit being inspected are not in compliance with the requirements of this code, a re-occupancy permit may still be issued; however, the inspector may issue a citation for such noncompliance in the name of the condominium association or the cooperative housing association, as the case may be.

(County Ordinance 20,851, approved April 9, 2002)

1110.1090 Authorization for Code Official to Accept Payment for Penalties Assessed Herein; Prosecution of Violations.

1. In cases where citations have been issued pursuant to Section 1110.1080, the Code Official is authorized to, and shall have and perform the following duties:
 - (a) Accept payment of fines as provided;
 - (b) Maintain records of all violations of Section 1110.1050 or Section 1110.1070, indexed by name of the person violating any such provision, whether such violation was established in court or by payment of a fine pursuant to this section;
 - (c) Refer to the County Counselor for prosecution where a person is charged with violation of Section 1110.1050 or Section 1110.1070 and fails to appear and pay the fine within the time or in the manner prescribed by this code.
2. Penalties for violations of Section 1110.1050 or Section 1110.1070, which may be paid to the code official, are as follows: For the first violation, the fine shall be One Hundred Dollars (\$100.00); for the second violation, the fine shall be Five Hundred Dollars (\$500.00); for any subsequent violations, the fine shall be One Thousand Dollars (\$1,000.00).

(County Ordinance 20,851, approved April 9, 2002)

1110.1100 Referenced codes and standards. This section lists the St. Louis County codes that are referenced in various sections of this Property Maintenance Code. These codes, including the standards adopted therein, shall be considered part of the requirements of the Property Maintenance Code to the prescribed extent of each such reference within this code and those provisions of Chapter 8 of the ICC Property Maintenance Code that are not set out in this section are not adopted in this code.

Government of St. Louis County, Missouri 41 South Central Avenue Clayton, Missouri 63105		
Codes and Standards reference number	TITLE	Referenced in I.P.M.C.section number
Chapter 1101 - SLCRO 1974, as amended	Building Code	102.3, 201.3, 302.7.1, 401.3, 702.2, 702.3, 702.4, 704.2
Chapter 1102 - SLCRO 1974, as amended	Electrical Code	102.3, 201.3, 604.2
Chapter 1108 - SLCRO 1974, as amended	Mechanical Code	102.3, 201.3, 401.3
Chapter 1103 - SLCRO 1974, as amended	Plumbing Code	102.3, 201.3, 505.1, 602.2, 602.3
Chapter 1003 - SLCRO 1974, as amended	Zoning Ordinance	102.3, 201.3

(County Ordinance 20,851, approved April 9, 2002)

1110.1200 Penalties and Enforcement.

1. Every person who shall be convicted of violation of any of the provision of this chapter shall be fined not more than one thousand dollars (\$1000.00) or imprisoned in the St. Louis County Jail for not more than one (1) year, or punished by both such fine and imprisonment. Each day a violation continues after service of written notice to abate such violation shall constitute a separate offense; however, no notice is required to prosecute and convict a person for any violation or violations of this code.
2. In addition to or as an alternative to the penalties hereinabove authorized and established, the County Counselor shall take such other actions at or in equity as may be necessary for the purpose of ordering that person:
 - a. To restrain, correct or remove the violation or refrain from any further execution of work;
 - b. To restrain or correct the erection, installation, maintenance, repair or alteration of a structure;
 - c. To require the removal of work in violation; or
 - d. To prevent the occupancy, re-occupancy, or use of the structure which is not in compliance with the provisions of this code.
3. It shall not be a defense to prosecution under this code that the alleged violation was in existence at the time of the issuance of a re-occupancy permit under **Subchapter D** of this code.

(County Ordinance 20,851, approved April 9, 2002)

Subchapter E. Miscellaneous Regulations

1110.1300 Regulation of Waste Collection Services.

1. A property conservation district may petition the County Council to establish regulations for the date, time and/or manner of collection of waste within the district.
2. A petition for the regulation of waste collection shall identify the district, shall describe any proposed regulations, shall be signed by owners of at least ten percent (10%) of the parcels within the district and shall be filed with the Department of Planning.
3. Upon receipt of said petition, the Planning Department shall investigate the desirability of establishing the requested regulation(s) and shall recommend to the County Council that such regulation(s) be established, rejected, or established as modified by recommendation of the Planning Department. The County Council may then establish by ordinance such regulations as it deems appropriate in light of the Planning Department's recommendations.
4. No person or firm may transport waste within a property conservation district except on the days and in the manner specified in an ordinance enacted according to this section.

(County Ordinance 21,373, approved April 30, 2003)

Editor's note- Ordinance Number 21,373, approved April 30, 2003, amended the Code by adding a new section to be numbered as § 1110.1080. In order to avoid duplication of numbers, the editor has redesignated said provisions as § 1110.1300.

END OF PROPERTY MAINTENANCE CODE – USER-FRIENDLY