

Listed below are some of the ordinances that are frequently violated in the fall and winter months

55.1 Generally:

That no persons or persons, corporation or corporations, firm or firms, organization or organizations, shall construct, repair, alter, remodel or move any building or structure in the Village of Melrose Park, until such person or persons, corporation or corporations, firm or firms, organization or organizations, shall have obtained a permit, approved by the Building Commissioner.

602.3 Heat Supply:

Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from September 15th to June 1st to maintain a temperature of not less than 68 degree F (20 degree C) in all habitable rooms, bathroom, and toilet rooms.

404.4 Bedroom and living room requirements:

Every bedroom and living room shall comply with the requirements of Sections 404.4 through 404.4.5

404.4.1 Room Area:

Every living room shall contain at least 120 square feet (11.2m) and every bedroom shall contain at least 70 square feet (6.5m)

404.4.2 Access From Bedrooms:

Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.

Exception: Units that contain fewer than two bedrooms.

404.4.3 Water Closet Accessibility:

Every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom. Every bedroom in a dwelling unit shall have access to at least one water closet and lavatory located in the same story as the bedroom or an adjacent story.

404.4.4 Prohibited Occupancy:

Kitchens and non-habitable spaces shall not be used for sleeping purposes.

404.4.5 Other Requirements:

Bedrooms shall comply with the applicable provisions of this code including, but not limited to, the light, ventilation, room area, ceiling height and room width requirements of this chapter; the plumbing facilities and water-heating facilities requirements of Chapter 5; the heating facilities and electrical receptacle requirements of Chapter 6; and the smoke detector and emergency escape requirements of Chapter 7.

404.5 Overcrowding:

The number of persons occupying a dwelling unit shall not create conditions that, in the opinion of the code official, endanger the life, health, safety or welfare of the occupants.

404.7 Food Preparation:

All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage.

Multi-Family Dwelling Owners – Ordinance 112

The owner, agent, person or persons in charge of every multiple dwelling structure shall cause to be posted conspicuously at all times, at the main entrance of such structure, the Certificate of Occupancy hereinbefore required. Such Certificate of Occupancy shall be provided with a protective covering and shall be securely affixed to the wall

The Village of Melrose Park Ordinance #112 of the revised Municipal Code states that an annual inspection must be made on multiple buildings including all apartments within that building. The owner of the address must call the Village of Melrose Park to make an appointment with the code enforcement inspectors. Then the owners must contact their tenants within (24) twenty-four hours of the date agreed upon between the owner of the building and the inspector.

Some of the items inspectors will be looking for are:

1. GFCI outlets in all bathrooms, by washing machines, and everywhere on the kitchen counter, exterior, garages and unfinished basement.
2. Smoke detectors in every apartment within 5 feet of bedrooms, in every hallway and laundry room.
3. Carbon monoxide detector in every apartment and just outside laundry room, also a 10-pound certified tag fire extinguisher in laundry area mounted 3 feet from floor.
4. All hallways should be clean, nothing should be in hallway.
5. Apartments should be clean, no overcrowding, no obstructed doorways or hallways. All vents in kitchen and bathrooms should be clean, also please keep dryer vents clean.
6. All stoves to have proper connections to gas valve. (Stainless steel)
7. All lights in closets shall contain light fixtures with completely enclosed lamp.
8. Emergency lighting in the hallways and stairwells, installed to meet the current “Chicago Electric Code.”
9. Apartments should have extermination (4) four times a year.
10. Every apartment should have a vented stove hood.
11. Replace plastic water supply to wire mesh if needed.

When the inspector makes an inspection, please have the keys to all apartments so that he can make ONE inspection.

Additional Information

Listed below are some of the ordinances that apply to The Village of Melrose Park:

Section 302 – Exterior Property Areas:

- 302.1 All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.
- 302.3 Sidewalks and driveways: All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- 302.4 Weeds: All premises and exterior property shall be maintained free from weeds or plant growth in excess of 6 inches high.
- 302.7 Accessory structures: All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.
- 302.8 Motor Vehicles: Except as provided for in other regulations, no inoperative or unlicensed motor 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.
- 302.9 Defacement of Property: No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti.

Section 303: Swimming pools, Spas and Hot Tubs

- 303.1 Swimming pools: Swimming pools shall be maintained in a clean and sanitary condition, and in good repair. A (6) six foot fence is required around all pools for safety.

Section 304: Exterior Structure

- 304.3 Premises identification: Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm).

304.10 Stairways, decks, porches and balconies: Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

304.13 Window, skylight and door frames: Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

304.14 Insect screens: 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 screen door used for insect control shall have a self-closing device in good working condition.

Section 305 Interior Structure

305.1 General: The interior of structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.

Section 307 Rubbish and Garbage

307.1 Accumulation of rubbish or garbage. All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

Section 308 Extermination

308.1 Infestation: All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation.

Section 505 Water System

505.4 Water heating facilities: Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathrub, shower and laundry facility at a temperature of not less than 110 degree F (43 degreeC). A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

Section 704 Fire Protection Systems

704.2 Smoke alarms: Single or multiple-station smoke alarms, 1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms. 2. In each room used for sleeping purposes. 3. In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.