
ARTICLE VIII. PROPERTY MAINTENANCE

Sec. 6-111. Adoption of the International Property Maintenance Code.

There is hereby adopted by the village the 2024 International Property Maintenance Code, as hereinafter amended (hereinafter the "Property Maintenance Code"). At least one copy of the International Property Maintenance Code has been on file in the office of the village clerk for a period of at least 30 days prior to the adoption of these provisions and now are and remain on file in the office of the village clerk, and the same are hereby adopted and incorporated as fully as if set out at length herein. The provisions of the International Property Maintenance Code, 2024 edition, published by the International Code Council, Inc., are hereby adopted by this reference, subject only to the additions, deletions and modifications specifically set forth in section 6-112 of this Code.

Sec. 6-112. Additions, deletions, and modifications of the International Property Maintenance Code.

The following sections of the aforesaid International Property Maintenance Code, 2024 edition, are hereby amended, deleted, or modified as hereinafter set forth:

(a) *General administrative amendments.*

1. **Subsection 101.1 Title.** Insert "the Village of Northbrook, Cook County, Illinois" for "[name of jurisdiction]."

These regulations shall be known as the International Property Maintenance Code of Village of Northbrook. hereinafter referred to as "this Code."

2. **Subsection 102.7 Historic Buildings.** Delete this subsection in its entirety.
3. **Subsection 102.8.1 Conflicts.** Insert a sentence at end of subsection.

Where conflicts occur between provisions of this Code and the referenced standards, the provisions of this Code shall apply. Where conflicts occur between provisions of this Code and other applicable Village-adopted Codes, the most restrictive Code shall apply.

4. **Subsection 103.1 General.** Replace "property maintenance inspection" with "Development and Planning Services."

The department of Development and Planning Services and the executive official in charge thereof shall be known as the code official.

5. **Subsection 105.7 Liability.** Delete "member of the board of appeals."

The code official or employee charged with the enforcement of this Code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this Code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties.

6. **Subsection 104.1 Fees.** Replace "following schedule" with "Northbrook Municipal Code."

The fees for activities and services performed by the department in carrying out its responsibilities under this Code shall be as indicated in the Northbrook Municipal Code.

7. **Subsection 105.3 Right of entry.** Amend subsection as follows.

Where it is necessary to make an inspection to enforce the provisions of this Code, or whenever the code official has reasonable cause to believe that there exists in a structure or upon a premises a condition in violation of this Code, the code official is authorized to enter the premises at reasonable times to inspect or perform the duties imposed by this Code in compliance with applicable law, provided that if such premises is occupied the code official shall have credentials on-hand to show the occupant, if present. If such premises is unoccupied, the code official shall have the right to enter the property, as necessary, to investigate violation(s).

8. **Subsection 107.2/105.5 Notice of violation.** After "serve" insert "or post".

The code official shall serve a notice of violation or order in accordance with Section 109.4.

9. **Subsection 107.4 Violation Penalties.** Replace with following language.

Any person or property owner, who shall violate a provision of this Code, or fail to comply therewith, or with any of the requirements thereof, shall be subject to fines as set forth in the annual fee ordinance.

10. **Subsection 109.4 Notice to person responsible.** After "person responsible for the violation" insert "and/or the property owner."

Whenever the code official determines that there has been a violation of this Code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 109.4.1 and 109.4.2 to the owner or the owner's authorized agent, for the violation as specified in this Code. Notices for condemnation procedures shall comply with this section.

11. **Subsection 109.4.1 Form.**

4) Change paragraph to add "premises": Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit, structure or premises into compliance with the provisions of this Code.

Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit, or structure or premises into compliance with the provisions of this Code.

5) Delete in its entirety.

6) Delete in its entirety.

12. Subsection 109.4.2 Method of service.

3) Amend subsection as follows.

A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

13. *Subsection 107.4 Penalties.* Add "and the Northbrook Municipal Code." to the end of the sentence.

Penalties for noncompliance with orders and notices shall be as set forth in Section 106.4 and the Northbrook Municipal Code.

14. *Subsection 109.6 Transfer of ownership.* Insert "premises" twice before "dwelling unit" and insert "The owner at the time of the noted violation shall remain the responsible party without an agreement during transfer of ownership." at the end of the paragraph.

It shall be unlawful for the owner of any premises, dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such premises, dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner or the owner's authorized agent shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation. The owner at the time of the noted violation shall remain liable after transfer of ownership for the violation(s) existing during their ownership of the property.

15. *Subsection 110.6 Hearing.*

Delete in its entirety.

16. *Section 106 Means of Appeal.*

Delete in its entirety.

17. *Section 108 Stop Work Order.*

Delete in its entirety.

(b) *Definitions.*

18. *Section 202 Definitions.*

- Basement: add at end of definition "(this definition is distinct from and not to be confused with the definition in the Northbrook Zoning Code)"
That portion of a building which is partly or completely below grade, (not to be confused with the definition in the Northbrook Zoning Code)
- Change "garbage" to "compost"
COMPOST. The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.
- Delete definition of "historic building"

- Insert definition of "hazardous condition":
 - Likely to cause death or serious personal injury
 - Defective surfaces, including but not limited to broken or cracked cement concrete, upheaved, elevated, or depressed cement concrete within or between joints
 - Defects in walkways or driving surfaces caused or contributed to by the roots of trees or similar growth or vegetation located either on private adjoining property or on the parking strip portion of any such street right-of-way.
 - Defective conditions caused by tree limbs, foliage, brush, or grass on or extending over such walkways or driveways and damaging the surface.
 - Defects consisting of foreign matter on the walks and drives, including but not limited to gravel, oil, dirt, vegetation, leaves, grease, moss, or any other foreign subject matter that might cause pedestrians using said walk or drive to fall, stumble, or slip by reason of the existence of such foreign matter.
 - Vertical or horizontal separations equal to or greater than $\frac{3}{4}$."
 - Holes or depressions equal to or greater than $\frac{3}{4}$."
 - The presence of a tilt in a sidewalk, whether caused by settlement, upheaval or other condition, which creates a differentiation in height of two inches or greater in any four foot or less length or width of the sidewalk
- Insert definition of "proper repair": In good repair, good condition, maintenance and upkeep with necessary repairs, functioning structure and appurtenances.
- Under definition of "Owner" add "responsibility" after "legal."

Any person, agent, operator, firm or corporation having legal responsibility or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.
- Insert definition of "structural members":

A support that is a constituent part of any structure or building, i.e. beam, brace, plate, riser, sill, riser, column, strut, arch, grid, or other building component classified as such by the Code Official.
- Amend definition of "Workmanlike" to add language as follows:

Executed in a competent and skilled manner to industry standards: e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work and/or performed by an industry professional.

(c) *General requirements.*

19. *Section 302 Exterior Property Areas.*

Add Subsection 302.1.1 Clean, Safe and Sanitary Exterior Property Areas.

Clean, safe and sanitary exterior property areas shall mean the following:

- All exterior property areas shall be kept free from weeds.

- All exterior property areas shall be properly maintained free from debris, rubbish or garbage, physical hazards, rodent harborage and infestation.
- Fences, other minor construction, walks, driveways, parking areas and similar paved areas shall be properly maintained in a safe, sanitary and substantial condition.
- Exterior surfaces of buildings or structures that are not inherently resistant to deterioration shall be periodically treated with a protective coating of paint or other suitable preservative which will provide adequate resistance to weathering and maintain an attractive appearance.
- Peeling, flaking and chipped paint on the exterior of a residential rental unit or its accessory structures shall be eliminated.
- All metal surfaces subject to rust or corrosion on a residential rental unit or its accessory structures shall be coated to inhibit such corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion.
- Plantings shall be maintained so as not to present hazards to adjoining properties or to persons or vehicles traveling on public ways.
- Every foundation, floor, wall, ceiling and roof shall be reasonably weathertight, watertight and rodent-proof, and shall be kept in proper repair. Any sagging or bulging shall be properly repaired to a level or plumb position.
- Every window, exterior door, and basement hatchway shall be reasonably weathertight, watertight and rodent-proof, and shall be kept in proper working condition and repair.
- Every inside and outside stair, porch, and appurtenance thereto shall be so constructed as to be safe to use and capable of supporting the load that normal use may cause to be placed thereon, and shall be kept in proper condition and repair and shall present an attractive appearance.
- Furniture not generally intended to be used for outdoor purposes (typically upholstered furniture), shall not be permitted to be stored on the exterior premises.

20. *Subsection 302.2 Grading and drainage.*

Delete subsection in its entirety.

(d) *Landscaping, grass and weeds.*

21. *Subsection 302.4 Weeds. Specify to be 8 inches.*

Premises and exterior property shall be maintained free from weeds or plant growth in excess of 8". 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.

22. *Add Subsection 302.4.1 Abatement.*

Notice to abate a violation of this section shall be given in writing to the property owner and shall state a specified period of time for abatement by the property owner. Where a property owner cannot be found, or otherwise served with notice by mail, then alternatively, notice to abate a violation of this article may be given by posting a sign in a conspicuous place near the

main entrance of a structure on the property. In either event, the text of the notice shall contain a reference to the provision of this Code violated and may contain such other information respecting the nature of the violation as the health authority deems advisable.

23. *Add Subsection 302.4.2 Penalties.*

After notice has been provided pursuant to Section 302.4.10 the health authority is authorized to cut such grass or weeds. If the Code Official cuts any grass or weeds as provided in this section, the Village shall have a lien for the costs of abatement, including recording fees and offender provisions herein, for an administrative fee in the amount established including, expenses which may have been incurred by the Village regarding such abatement. Offender provisions shall increase in the amount each time the Village is required to cut grass or weeds within a growing season (May 1st to November 15th).

24. *Subsection 302.5 Rodent Harborage.*

Remove subsection from this location.

25. *Add Subsection 302.5 Landscaping.*

Front and side yards on existing developed properties visible from a street must have plants, shrubs, turf, and other landscaping in healthy condition. Barren soil, patches of dirt and weeds are not considered approved landscaping material.

26. *Add Subsection 302.5.1 Maintenance.*

All owners of land shall be responsible for the maintenance of all landscaping. This includes mowing and maintaining abutting rights-of-way where applicable. All roadways, curbs, and sidewalks shall be edged to prevent encroachment from the adjacent turfed areas. Landscaping shall be maintained in such a way that it will not cause property damage and public safety hazards, including removal of living, dead, or decaying plant material, removal of low hanging branches below 12 feet above grade and those obstructing street lighting.

(e) *Fences.*

27. *Add Subsection 302.7.1 Fences.*

All fences shall be maintained in good condition, free of significant rust, peeling paint or other damage. Furthermore, all fences shall be kept plumb, and no part shall be out of alignment more than 6" or 25 degrees from a vertical position or from another section. Any and all broken, damaged, removed or missing parts of said fences shall be replaced with the same material, size, shape and quality of the original fence to which the repair is being made.

28. (f) *Motor vehicles. Subsection 302.8 Motor vehicles.*

Delete subsection in its entirety. (Note: regulated in Municipal Code)

29. Re-number subsection 302.8 Defacement of Property.

(f) *Motor vehicles.*

30. *Subsection 302.8 Motor vehicles.*

Delete subsection in its entirety. (Note: regulated in Municipal Code)

(g) *Swimming pools.*

30. *Add Subsection 303.1.1 Swimming Pools in Clean and Sanitary and Good Repair.*

Swimming Pools must be kept in clean, sanitary and good repair and shall meet the following performance standards:

- a. The recirculation and purification system must be operated and maintained, so as to keep the pool or spa water clean and clear. The pool and spa water circulation system must operate continuously for 24 hours per day, unless the pool or spa is closed for maintenance or repair for the season, in order to ensure proper water clarity and chemical distribution.
- b. The pool or spa shall be deemed unclean if the main drain is not clearly visible from the deck.
- c. Must continuously operate the swimming pool's filtration and disinfection equipment.
- d. Main drain grates shall be secured in place at all times. Broken or missing main drain grates shall be repaired or replaced before the pool is used.
- e. Cracks in the pool walls, floors, perimeter overflow systems, and decks shall be repaired when determined to be potential leakage or tripping hazards.
- f. The overflow system shall be maintained to continuously remove floating matter and surface water.
- g. The pool deck shall be unobstructed and hazard-free for a minimum of 4' in width from the water's edge.
- h. The pool walls and bottom shall be vacuumed or brushed as needed to remove visible settled material.
- i. Ladders, handrails, diving equipment, slides and other deck equipment shall be kept firmly secured to the deck, and maintained in good repair.

31. *Add Subsection 303.2.1 Safety Covers.*

A safety cover shall be provided any time the swimming pool is out of use for more than 30 days and during off-season between Oct 1 and April 30.

32. *Add Subsection 303.2.2 Materials.*

Covers must be non-permeable and must not allow water to penetrate the cover so as to allow standing water inside of the pool.

33. *Add Subsection 303.2.3 Fastening mechanisms or devices.*

Ties, attachment points, anchors, anchorage, and controls for automatic covers or other means of fastening a cover shall include provisions such as keys, combination locks, special tools, devices, or inaccessible locations, and the like, to inhibit children under five years of age from removing or operating the cover. When subjected to load and perimeter deflection tests, all fastening devices shall remain in their intended, secured or closed, or both, position. After the test, the intended performance of the device should not be impaired.

34. *Add Subsection 303.2.4 Static load.*

In the case of a pool with a width or diameter greater than 8 ft (2.4 m) from the periphery, the cover shall be able to hold a weight of 485 lb (220.0 kg) (2 adults and 1 child) to permit a rescue operation; In the case of a pool with a width or diameter not greater than 8 ft (2.4 m) the cover shall withstand the weight of 275 lb. (125 kg) (weight of a child and an adult).

35. *Add Subsection 303.2.5 Surface Drainage.*

The cover shall be so constructed, or incorporate a system, or have an auxiliary system provided, that when used in accordance with the manufacturer's instructions, shall drain substantially all standing water from the cover within a period of 30 min after cessation of normal rainfall.

(h) *Sidewalks, parking lots and driveways.*

36. *Change language of Section 302.3 Sidewalks and Driveways to focus on parking lots and more public routes of travel.*

Sidewalks, walkways, stairs, parking lots and similar areas on properties open to the public shall be kept in a proper state of repair and shall not present an unsafe condition or safety hazard for pedestrians or vehicles.

(i) *Roof condition/repair.*

37. *Subsection 304.1.1 Unsafe conditions.*

8) After "components" add "including shingles" and after "defects" add "and/or"

Roofing or roofing components, including shingles, that have defects and/or that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects

9) *Delete in its entirety.*

38. *Subsection 304.7 Roofs and drainage.*

Insert "shingles" in first sentence after "The roof."

The roof, shingles and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure.

39. *Add subsection 304.7.1 Roof Repair.*

The use of tarps or other temporary roof repair measures may be put in place for a maximum of 90 days before permanent repairs must be made, unless an extension is granted by the Director of Development and Planning Services.

a) The extension must be applied for and granted prior to the 90-day deadline.

b) Each extension is valid for up to 90 days.

c) Each application for extension must be accompanied by a schedule for compliance and explanation for the extension.

(j) *Board up requirements.*

40. *Add Subsection 304.1.2 Board Up Requirements.*

In the event that doors or windows on the structure need to be boarded they must adhere to the following regulations:

- a. All boarded openings shall be painted with a minimum of one coat of exterior paint which is of a dark gray or similar earth color or a color compatible with the exterior color of the building or structure.
- b. Board up materials may not remain in place longer than 90 days, at which time permanent replacement of doors/windows must take place or an extension must be granted by the Director of Development and Planning Services.

- i. The extension must be applied for and granted prior to the 90-day deadline.
- ii. Each extension is valid for up to 90 days.
- iii. Each application for extension must be accompanied by a schedule for compliance and explanation for the extension.
- c. All exterior openings must be boarded up with exterior grade plywood in a neat and workmanlike manner.
- d. Windows: Windows and similar openings shall be boarded with exterior grade plywood of minimum thickness three-fourths inch (to be consistent with door security standards) or its equivalent. The plywood shall be secured in place
- e. Exterior Doors: The main exterior (required) residential exit door(s) and all commercial exterior exit doors shall be boarded with exterior grade plywood of a minimum thickness of three-fourths inch or its equivalent, fitted to the entry door jamb with maximum one-eighth-inch clearance at each edge from the door jambs and threshold. The existing door should be removed. All other unsecured residential doors providing exterior access shall be removed and be secured in the same fashion as windows noted above.

(k) *Pest control.*

41. *Subsection 304.14 Insect screens.* Insert April 15 and Oct 15 for dates.

During the period from April 15 to October 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 minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

42. *Subsection 304.16 Basement hatchways.* Add "and window" after "hatchway".

Every basement hatchway and window shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

43. *Add subsection 309.1.1 Rodent harborage.*

Structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

44. *Add subsection 309.1.2 Removal.*

A report from a pest control company is required as proof of rodent abatement, along with a plan to take proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

(l) *Standards dealing with interior of structure.*

45. *Subsection 304.18.1 Doors.*

Delete subsection in its entirety.

46. *Subsection 304.18.2 Windows.*

Delete subsection in its entirety.

47. *Subsection 304.18.3 Basement hatchways.*
Delete subsection in its entirety.

48. *Subsection 305.3 Interior surfaces.*
Delete subsection in its entirety.

49. *Subsection 305.6 Interior doors.*
Delete subsection in its entirety.

50. *Section 307 Handrails and Guardrails.*
Delete section in its entirety.

51. *Section 308 Rubbish and Garbage.*
Delete section in its entirety.

52. *Chapter 4: Light, Ventilation and Occupancy Limits*
Delete this chapter in its entirety.

53. *Chapter 5: Plumbing Facilities and Fixture Requirements*
Delete this chapter in its entirety.

54. *Chapter 6: Mechanical and Electrical Requirements*
Delete this chapter in its entirety.

55. *Chapter 7: Fire Safety Requirements*
Delete this chapter in its entirety.

Secs. 6-113—6-140. Reserved.
