

ARTICLE 23

ADMINISTRATION AND ENFORCEMENT

SECTIONS:

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23.010 Compliance

No structure, land or water hereafter be used and no structure or part thereof shall hereafter be located, erected, moved, re-constructed, extended, enlarged, converted, or structurally altered without a Building Permit and or, a Certificate of Occupancy and without full compliance with the provisions of this Ordinance and all other applicable local, County, and State regulations.

23.020 Duty of Zoning Administrator

The Zoning Administrator shall enforce the provisions of this Ordinance and shall have the following powers and duties in connection therewith:

1. To issue all permits and certificates required by this Ordinance
2. To cause any building, structure, land, place or premises to be inspected and examined and to order in writing the remedying of any condition found to exist therein in violation of any provision of this Ordinance.
3. Transmit to the Board of Adjustment applications for appeal, variances or other matters which the Board of Adjustment is required to pass on.
4. It is the intent of this Ordinance that all questions of interpretation and enforcement shall be first presented to the Zoning Administrator, and that such questions shall be presented to the Board of Adjustment only on appeal from the decision of the Zoning Administrator, and that recourse from the decisions of the Board of Adjustment shall be in the courts as provided by law and particularly by Statute.

23.030 Violations

It shall be unlawful to construct any structure or buildings or to use any structure building, land, or water in violation of any of the provisions of the Ordinance. In case of any violation, the City Council, the Zoning Administrator, the Board of Adjustment, the Planning and Zoning Commission, or any property owner who would specifically be damaged by such violation may institute appropriate action or proceedings to enjoin a violation of this Ordinance.

23.040 Penalties

Any person, firm, or corporation who fails to comply with the provision of this Ordinance, shall, upon conviction thereof, be fined not more than One Hundred Dollars (\$100.00) and costs of prosecution for each violation or shall be imprisoned for a period not to exceed thirty (30) days, or both.

23.050 Building Permit, Certificate of Occupancy and Compliance

No structure shall hereafter be erected, reconstructed, structurally altered, enlarged, added to or removed, nor shall an excavation for any such structure be commenced until and unless a building permit therefore shall have been issued by the Zoning Administrator.

An application for a building permit shall be filed with the Zoning Administrator and shall be accompanied by a drawing or plat, in duplicate drawn to scale and showing: The lot and the proposed building and their dimensions; the exact location of the proposed building is designed or intended; location, dimension and present use of any existing building on the same lot; and such other information as the Zoning Administrator shall require for the proper enforcement of this Ordinance. All building permits issued under this Ordinance shall expire and be null and void on the date which shall be twelve (12) months after issuance, unless work shall have been commenced under such permit prior to such date.

No land shall be occupied or used, and no building hereafter erected or structurally altered, shall be occupied or used in whole or in part for any purpose whatsoever, until a certificate is issued by the Zoning Administrator, stating that the building and use comply with the provisions of this Ordinance. No change of use shall be made in any building or part thereof, now or hereafter erected or structurally altered, without a permit being issued therefore by Zoning Administrator. No permit shall be issued to make a change unless the changes are in conformity with the provisions of this Ordinance.

Nothing in this part shall prevent the continuance of a non-conforming use as herein before authorized, unless a discontinuance is necessary for the safety of life or property.

Certificate of Occupancy and Compliance shall be applied for coincidentally with the application for a building permit, and shall be issued with thirty (30) days after the lawful erection or alteration of the building is completed. A record of all certificates shall be kept on

file in the office of the City Clerk, and copies shall be furnished on request to any person having proprietary or tenancy interest in the building affected.