



CITY OF PRINCETON
100 COURTHOUSE ROAD
PRINCETON, WV 24740
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HELLO PROPERTY OWNER/TENANT

DATE: 06-22-18

The City of Princeton is implementing a **RENTAL COMPLIANCE PROGRAM** Article 1752, and a **VACANT BUILDING REGISTRY** Article 1800. Rental compliance and Vacant Building Registry were both approved by city council and are now part of city code. Rental Compliance was approved on June 11th, 2018 and becomes effective 60 days thereafter, and Vacant Building Registry was approved and became effective with amendment on June 11th, 2018.

Property owners with residential rentals, including houses, apartments, motels, hotels, mobile homes, townhouses, etc. are required to register their units with the city and pay appropriate registration fees. Inspections will then be conducted by appointment with the landlord and tenant to ensure compliance with an emphasis on safety and property maintenance city codes. Owner occupied residences and businesses are not included in the Rental Compliance Program. Rent to own and land contract agreements must be registered by the party with a deed or deed of trust.

Property Owners with vacant buildings, both commercial and residential are required to register their buildings with the city and pay the appropriate registration fees. Inspections will then be conducted by appointment with the property owner to ensure compliance with an emphasis on safety and property maintenance city codes, and to ensure compliance with an emphasis on securing the building for safety and providing repairs to prevent unsafe structures and blighting.

Rental Compliance and Vacant Buildings is derived mainly from our current Property Maintenance Program under the authority of the International Property Maintenance Code as adopted by the city of Princeton. Under the current Property Maintenance Program we work on a complaint based system. We get complaints from our property owners or tenants. We then follow these up with an inspection. If violations are present we give a plan of correction and a time period to correct the violation. Depending on the nature of the problem tenants may be required to move temporarily. If life, health or safety are at risk and problems are severe enough, then the property may be condemned. If there is a possibility property can be brought into compliance by repairs or clean up, a time for correction is given. Sometimes buildings are in such disrepair they are demolished. Again, health and safety of our citizens is our first priority.

Owners are required to register rentals and vacant buildings.

Rental Compliance registry is required and once signed up we will issue a Temporary Certificate of Compliance, then this will be good until we get to your inspection and award your Certificate of Compliance. The Rental Certificate of

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Compliance will be valid for 3 years from the date of issuance. At that point rental registration starts over for the next 3 year cycle. Rental Compliance becomes effective August 11th, 2018, and registration without penalty is effective until November 11th, 2018.

Vacant Buildings registry becomes effective with fee amendment on June 11th, 2018, and Property owners of vacant buildings both residential and commercial are required to register and pay the appropriate registration fee. Inspections of vacant buildings shall be conducted as necessary to identify any public safety issues and code compliance and to determine the status of the vacant building. Inspection of vacant buildings shall be conducted at least once annually, but more frequently if necessary to determine if the vacant building is being kept safe and secure and compliant with the maintenance requirements.

Where do we get our codes and who enforces the code?

The state of WV adopted the International Code Series and the city of Princeton has adopted the state building codes which includes the International Property Maintenance Code. The inspectors enforcing the code must be certified by the WV State Fire Marshal as a Code Official, and must keep their license active by obtaining the necessary continuing education units. The Code Officials are required to be supervised by a state certified administrative Code Official.

The code requirements are not excessive; they are the minimum standard.

The goal of following these guidelines is public health and safety. With the help of property owners and tenants following a proactive program it will help ensure safe and sanitary conditions of property within the city.

Please feel free to contact one of our Inspectors for more information, or access the city's web site, facebook, or by e-mail. Thank you and best wishes as a property owner.

Courtesy of the Code Enforcement Department

100 Courthouse Road, Princeton, WV 24740

www.cityofprinceton.org

www.facebook.com/cityofprinceton

Code Enforcement Inspectors Contact Information:

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