

ORDINANCE NO. 7447

AN ORDINANCE TO AMEND THE AUGUSTA, GEORGIA CODE, TITLE SEVEN, CHAPTER ONE, SECTIONS 7-1-19 THROUGH 7-1-19.9, TO DEFINE MOTHBALLING; TO SPECIFY TERM OF PERMIT; TO SPECIFY THE COMPLIANCE REQUIREMENT FOR EXISTING MOTHBALLED AND BOARDED-UP STRUCTURES; TO PROVIDE AND MATERIAL FOR SECURING WINDOWS; TO PROVIDE A PERIOD OF COMPLETION; TO REPEAL ALL CODE SECTIONS AND ORDINANCES AND PARTS OF CODE SECTIONS AND ORDINANCES IN CONFLICT HEREWITH; TO PROVIDE AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

WHEREAS, IT IS THE INTENT OF THE AUGUSTA, GEORGIA COMMISSION TO PROMOTE THE HEALTH, SAFETY, AND GENERAL WELFARE OF THE PUBLIC; TO PROTECT AND ENHANCE THE QUALITY OF ITS ENVIRONMENT; TO PROVIDE FOR SUCCESSFUL NEIGHBORHOOD REDEVELOPMENT, AND TO PROTECT THE PUBLIC FROM HEALTH NUISANCES, SAFETY HAZARDS.

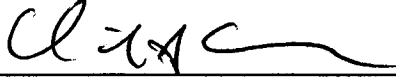
NOW, THEREFORE BE IT ORDAINED BY THE AUGUSTA, GEORGIA COMMISSION, AND IT IS HEREBY ORDAINED BY THE AUTHORITY OF THE SAME AS FOLLOWS:

SECTION 1. Sections 7-1-19 through 7-1-19.9 of AUGUSTA, GA. CODE Title Seven, Chapter One as set forth in the AUGUSTA, GA. CODE, are hereby amended by striking these sections in their entirety. New Sections 7-1-19 through 7-1-19.9 are hereby inserted to replace the repealed sections as set forth in "Exhibit A" hereto.

SECTION 2. This ordinance shall become effective upon its adoption in accordance with applicable laws.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Adopted this 15 day of March, 2014.



David S. Copenhaver
As its Mayor

Attest:



Lena J. Bonner, Clerk of Commission
NANCY W. MORAWSKI

Seal:

CERTIFICATION

The undersigned Clerk of Commission, Lena J. Bonner, hereby certifies that the foregoing Ordinance was duly adopted by the Augusta, Georgia Commission on March 18, 2014 and that such Ordinance have not been modified or rescinded as of the date hereof and the undersigned further certifies that attached hereto is a true copy of the Ordinance which was approved and adopted in the foregoing meeting(s).

Nancy W. Morawski
Lena J. Bonner, Clerk of Commission
NANCY W. MORAWSKI

Published in the Augusta Chronicle.

Date: _____

Second Reading Waived .

EXHIBIT A

Sec. 7-1-19. Mothballing vacant structures.

(a) Mothballing is defined as a method used *for a short term* to protect a vacant structure from weather damage and vandals while preserving the structure for future use. The goal of mothballing is to temporarily protect the property to allow the owner to plan the property's future, or acquire funds for preservation, rehabilitation or restoration

(b) Prior to mothballing a structure, the property owners will be required to register the vacant property with the Planning and Development Department. The Planning and Development Department will issue a mothballing a permit. Within ten (10) days of completion of the mothballing, the property owner must contact the Planning and Development Department to schedule an initial compliance inspection. The property will be inspected for compliance with the provisions of this Code Section.

Sec. 7-1-19.2 Registration of vacant and abandoned buildings

(a) Owners of vacant buildings, who elect to temporarily mothball in lieu of repairing or demolishing the structure, must register their properties at the Planning and Development department prior to beginning work. This registration shall be made through a form provided by the department and shall include a list of a contact person or persons responsible for the maintenance and repair of the property. This form shall contain the current telephone numbers and addresses of all contact persons. It is the sole responsibility of the property owner to update this information at the Planning and Development department.

(b) *Mothballing permit.* After registration, the owners of vacant buildings must obtain a mothballing permit from the Planning and Development department. The cost of the mothballing permit is seventy-five dollars (\$75.00) that includes the compliance inspection. A separate building permit may be required for building repairs.

(c) *Term of permit, six months; option to extend for three months.* A mothballing permit shall be valid for six months following the date of the registration of the property and may be extended for three months provided the owner is making substantial progress to comply with the codes to renovate the structure, or demolish the structure. The fee shall be seventy-five dollars (\$75.00) and shall be paid when application is made for extension.

(d) Existing mothballed structures and non-conforming mothballed structures – requirement to comply. Existing mothballed structures that have been secured for a period exceeding the initial ‘term of permit one year’, and non-conforming mothballed structures which are structures with windows and doors secured with boards, are required to comply with (a), (b), and (c) above.

Sec. 7-1-19.3. Specific mothballing procedures.

The three highest priorities for a mothballed building are:

1) to ensure the public’s health, safety and welfare; 2) to protect the building from sudden loss; and 3) to weatherize and maintain the property to stop moisture penetration.

Sec. 7-1-19.4. General mothballing procedures.

(a) A properly mothballed building will have a watertight roof, secured doors and windows, repaired or stabilized rot problems, painted wood, repaired masonry, and well maintained grounds. All trash, debris, garbage should be removed from inside, outside and under the house.

(b) To ensure compliance with this Code section, the property owner, at a minimum, should take the following actions:

(1) The building's roof should be weather tight. Missing shingles should be replaced, holes should be repaired. Rolled roofing is acceptable as a temporary repair material; but if it is used, it must be securely installed.

(2) Windows should be covered on the exterior with high grade plywood cut to fit within the window opening. Window coverings should be attached with screws to minimize damage to the window when they are removed. Window coverings should be painted a flat color - i.e. dark grey or black.

*Alternative materials (i.e: plexiglass) may be approved by the Code Enforcement Manager.

(3) The water should be turned off and the pipes drained. If the building has a functional sprinkler system, it should remain operational.

(4) All electrical systems not necessary for security, fire prevention, and/or ventilation should be disconnected.

(5) Exterior walls surfaces shall be free of breaks, holes, loose or missing materials to prevent deterioration. All exterior surfaces shall be repaired and protected from the elements including but not limited to porches, decks, balconies and fences. All metal surfaces subject to rust or corrosion shall be

coated to inhibit such rust and corrosion. Gutters should be cleaned and inspected to verify that they discharge away from the building. Corrective measures should be taken as necessary.

(6) Potential points for water intrusion, like crawlspace openings and basement windows, should be blocked and the water diverted away from the building; however, basement and crawlspace ventilation shall be maintained.

(7) Loose architectural elements like brackets that should be documented, removed, and stored on site. Securely attached material should not be removed.

(8) Chimneys should be securely blocked with heavy duty wire mesh to prevent animal intrusion.

(9) The building should be adequately ventilated. Small openings covered with heavy duty wire mesh at the top of window coverings may be adequate. In humid climates, forced air ventilation may be necessary.

(10) Vegetation around the building should be pruned back from the walls a minimum of twelve (12) inches to allow good airflow. Overhanging dead tree limbs and branches should be removed. The property grounds shall be maintained at all times (including bushes, beds, and other vegetation), the grass shall not exceed six (6) inches in height and the property shall be kept free of trash and debris at all times.

(11) The owner shall establish a monitoring and maintenance schedule for the building. The schedule, at a minimum, should require that a drive-by inspection be done on a monthly basis.

Sec. 7-1-19.5. Mothballing—Boarding specifications.

The property owner must comply with the following minimum requirements regarding windows, exterior doors and other openings in exterior walls of vacant structures.

(1) *Minimum cleaning and safety requirements:*

a. Remove to legal dumpsite all trash debris, garbage from inside, outside and under house before boarding. (Keep on file copy of all receipts from landfill or their disposal facility for review.)

b. Correct health and structural hazards inside, outside and under house before boarding.

(2) *Minimum window board-up requirements*

- a. Remove windowpanes if broken. If window panes not broken, lower or raise window sash to permit installation of carriage bolts described below.
- b. Neatly cut a single piece of one-half (1/2) inch high grade exterior plywood that is sized to fit snugly inside the window opening against the windows stop. Consider installing two (2) inches × four (4) inches blocking within opening for back of plywood to rest against snugly. *Alternative materials (i.e: plexiglass) may be approved by the Code Enforcement Manager.
- c. Cut an opening centered and six (6) inches below the top of the plywood and install a metal soffit vent that covers the opening but allows light to enter the structure once the plywood has been installed. Use screws to attach the vent to the plywood.
- d. Cut at least two two (2) inches × four (4) inches wood support members that are sixteen (16) inches wider than the window opening.
- e. The support members are to be mounted horizontally and flush against the interior window casing with eight (8) inches extending left and right of the window opening. The top support should be located within one-fourth (1/4) and one-third (1/3) of the window opening height from the top of the opening. The bottom support should be located within one-half (1/2) to one-third (1/3) of the window opening height from the bottom of the opening.
- f. Drill at least two holes in each of the two (2) inches × four (4) inches support members then drill holes in the plywood that line up with the holes drilled in the support members.
- g. Insert a washer over the end of a three-eighths (3/8) inch diameter round, smooth head, carriage bolt.
- h. Line up each hole in the two (2) inches × four (4) inches support member and the plywood.
- i. At each hole, insert a three-eighths (3/8) inch diameter carriage bolt from exterior to interior through the plywood, through the window opening and through the two (2) inches × four (4) inches and plywood toward each other until there is no play.
- j. Prime the exterior surface of the plywood.
- k. On the exterior, caulk the perimeter edges of the plywood.
- l. Paint the exterior surface of the plywood a flat color — i.e. dark grey or black.

(3) *Minimum exterior door board-up requirements.*

- a. Remove door.
- b. Neatly cut a single piece of one-half (1/2) inch high grade exterior plywood that is sized to fit snugly inside the door opening against the doorstop. Consider installing two (2) inches × four (4) inches blocking within opening for back of plywood to rest against snugly.
- c. Cut an opening centered and six (6) inches below the top of the plywood and install a metal soffit vent that covers the opening but allow light to enter the structure once the plywood has been installed. Use screws to attach the vent to the plywood.
- d. Cut a least two two (2) inches times; four (4) inches wood support members that are sixteen (16) inches wider than the door opening.
- e. The support members are to be mounted horizontally and flush against the interior door casing with eight (8) inches extending left and right of the door opening. The top support should be located within one-fourth (1/4) and one-third (1/3) of the door opening height from the top of the opening. The bottom support should be located within one-fourth (1/4) to one-third (1/3) of the door opening height from the bottom of the opening.
- f. Drill at least two (2) holes in each of the two (2) inches × four (4) inches support member and the plywood. At each hole, insert a three-eighths (3/8) inch diameter carriage bolt from exterior to interior—through the plywood, through the door opening and through the two (2) inches × four (4) inches.
- g. Insert a washer over the end of a three-eighths (3/8) inch diameter round, smooth head, carriage.
- h. Line up each hole in the two (2) inches × four (4) inches support member and the plywood. At each hole, insert a three-eighths (3/8) inches diameter carriage bolt—from exterior to interior—through the door opening and through the two (2) inches × four (4) inches.
- i. Slip a three-eighths (3/8) inch diameter nut and washer over the end of the carriage bolt inside the structure and securely tighten the nut pulling the two (2) inches × four (4) inches and plywood toward each other until there is no play.
- j. Prime the exterior surface of the plywood.
- k. On the exterior, caulk the perimeter edges of the plywood.

- l. Paint the exterior surface of the plywood a flat color—i.e. dark grey or black.

(4) *Crawlspace/basement door, gable vent or other opening.*

- a. Remove door or vent and install when necessary two (2) inches × four (4) inches blocking in the opening.
- b. Cut a single piece of one-half (1/2) inch high grade exterior plywood that will fit snugly against the outside edge of the blocking.
- c. Screw plywood snugly to blocking using at least one (1) inch screws.
- d. Prime the exterior surface of the plywood and caulk the perimeter edges.
- e. Paint the exterior surface of the plywood a flat color — i.e. dark grey or black.

Sec. 7-1-19.6 Completion period

(a) *Period of completion.* Owners of vacant structures shall have fifteen (15) calendar days from date of issuance of the mothballing a permit to complete mothball the building in compliance with these provisions.

(b) *Extension.* The Director of the Planning and Development Department may extend the completion period up to fifteen (15) calendar days based on unusual circumstances and financial hardships.

Sec. 7-1-19.7 Initial compliance inspection.

(a) *Initial compliance inspection.* The Planning and Development Department will conduct an initial mothballing compliance inspection of the building, and shall issue an acceptance certificate if the property owner has substantially complied with the requirements as set forth in.

(b) *Non-acceptance.* If the owner has not substantially complied with the requirement of this ordinance, the department shall issue a note of non-acceptance during the initial compliance inspection, the department shall provide the owner with a copy of the noted deficit area(s). The building owner will have fifteen (15) days from the date of inspection within which to take corrective action(s) and request another compliance inspection. The owner may be subject to other enforcement proceedings under this Code if the department notes the structure as non-acceptance during a follow-up compliance inspection.

Sec. 7-1-19.8 Compliance inspections.

To ensure compliance, the Planning and Development Department will conduct a six (6) month inspection of all structures registered under this Code section.

Sec. 7-1-19.9 Enforcement.

The Planning and Development department will be responsible for enforcing compliance with the mothballing ordinance.

Secs. 7-1-20—7-1-25. Reserved.