

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
MAY 15, 2012  
TUESDAY, 9:30 AM  
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

**AGENDA**

**CALL TO ORDER**

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

April 17, 2012 – Regular Council Meeting

**ADOPTION OF AGENDA**

**MAYOR'S REMARKS**

**COUNCIL REMARKS**

**DEPARTMENT REPORTS**

Police Chief's Report  
City Financial Report  
Tax Commissioner's Report  
Building Inspector's Report  
City Manager's Report

**OLD BUSINESS**

- Update on Building Authority

**NEW BUSINESS**

- Declaration of 2000 Chevrolet 2500 as Surplus Property
- Approval of 2012 Resurfacing Project
- Discussion of Well House Roofing Options
- Sky Valley Lodge Report
- Approval of Tasers
- Discussion of Tree Ordinance

**PUBLIC FORUM AND GENERAL COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
APRIL 17, 2012  
TUESDAY, 9:30 AM  
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

**MINUTES**

Mayor Martindale called the meeting to order.

Those present: Mayor Martindale, Council President Howard, Councilors Boyle, Larsen, Platt, and Whatley, Attorney Dickerson, City Manager Smith, Chief Dills, City Clerk Cantrell, and Tax Commissioner Mullins.

Pam Martindale gave the invocation. Mayor Martindale led the Pledge of Allegiance.

Councilor Howard made a motion to approve the minutes of the March 20, 2012 Regular Council Meeting, 2<sup>nd</sup> Councilor Whatley, unanimously approved.

Councilor Platt made a motion to approve the agenda, 2<sup>nd</sup> Councilor Boyle, unanimously approved.

**MAYOR'S REMARKS**

Mayor Martindale said the golf course property is back on the market.

**COUNCIL REMARKS**

Councilor Platt thanked Officer Free for instructing and training the firearm safety course Friday and Saturday. Sky Valley partnered with Mountain City on this training. Citizen Connie Larsen asked Chief Dills to email her for the next training and she will send it to the Property Owners Association.

**DEPARTMENT REPORTS**

- (a) Police Chief's Report – given by Chief Dills
- (b) City Financial Report – given by City Clerk Cantrell
- (c) Tax Commissioner's Report – given by Tax Commissioner Mullins
- (d) Building Inspector's Report – given by City Manager Smith
- (e) City Manager's Report – given by City Manager Smith

These reports are hereby incorporated by reference and attached hereto as Exhibits A – E.

**OLD BUSINESS**

**NEW BUSINESS**

- Ratify approval of Division 2 Change Order 4 – 2010 Water System Improvement Project  
City Manager Smith said this change order was emailed to the Council. Councilor Platt made a motion to approve, 2<sup>nd</sup> Councilor Boyle, unanimously approved.

- Discussion of attorney's bill – requested by Community Development Committee

Councilor Larsen said that John Temple, Frank Norton, and Allen Jackson paid this bill for an attorney's work that was done for the Community Development Committee and requested that the City reimburse them. Mayor Martindale said that the committee's work was authorized by the City, but the City did not authorize any expenses associated with the committee. Mayor Martindale said that he attended the meeting with City Manager Smith and David Whatley. Mayor Martindale and Councilor Whatley, and that at no time was it requested for the City to pay for the attorney's services. Councilor Larsen made a motion to reimburse the three gentlemen who paid the attorney's bill. The motion died for lack of a second.

- Discussion of mapping

Councilor Larsen explained that none of the GPS systems work well in Sky Valley, and they show roads going in incorrect directions. He expressed concern over an emergency situation and someone not being able to find the correct house. City Manager Smith said that this is a problem that the City has faced on many occasions such as trying to update and print a new City map, calling in utility locates, and the road names being listed incorrectly. She said that she contacted Faith Jones at the Regional Commission who does GIS mapping to see if there is an option to have mapping done and how we could get the maps updated. She will give an update at the next meeting.

#### **PUBLIC FORUM AND GENERAL COMMENTS**

Citizen Bill Snow asked if the City was in any way pursuing a park or building authority. Attorney Dickerson said the Building Authority passed the General Assembly and is waiting the Governor's signature. Usually, the governor signs bills in May.

Citizen Linda Durrence thanked the police department for pulling someone out of the ditch. She said the police department is an asset to Sky Valley.

Councilor Whatley asked City Manager Smith if she had an update of what North Carolina's DOT is doing at the intersection of Hwy 106 and Old Mud Creek. City Manager Smith said that they are removing trees and some of the bank at the intersection to increase visibility and are installing a flashing light to warn of oncoming traffic.

Councilor Howard said he thinks it is unfortunate that the three gentlemen had to pay that attorney's bill. He said that the City has to operate like a business, and authorization should have been requested prior to incurring the expense.

Councilor Platt made a motion to adjourn, 2<sup>nd</sup> Councilor Howard, unanimously approved.

Respectfully submitted:

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James Martindale, Mayor

Attested:

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Mandi Cantrell, City Clerk



# City of Sky Valley, GA

Balance: All Accounts

*as of April 30, 2012*

<b>Account</b>	<b>Balance</b>
<b>General Fund</b>	
Funds Available	\$969,732
Due from Other Funds	\$129,543
<b>Enterprise Fund</b>	
Funds Available	\$689,752
Due to Other Funds	\$0
Debt Service Reserved	\$160,431
<b>Capital Improvements</b>	
Admin & General Government	\$49,963
Police	\$4,468
Roads	\$439,662
Housing & Development	\$15,000
Water	\$11,547
Solid Waste	\$23,866

# City of Sky Valley General Fund

## Budget Performance

April 2012

	Apr 12	Jan - Apr 12	YTD Budget	% of Budget
<b>Income</b>				
33.4000 · GA government grants/contracts	0.00	0.00	16,000.00	0.0%
33.9000 · Other Grants (GMA, GIRMA, etc)	0.00	0.00	1,500.00	0.0%
34.7000 · Culture & Recreation	0.00	250.00	20,000.00	1.25%
60110 · Ad valorem - property	0.00	925,655.93	940,811.00	98.39%
60120 · Ad valorem - vehicles	791.05	2,967.51	6,524.00	45.49%
60140 · Penalties, Fifa's, interest	181.20	7,449.28	15,000.00	49.66%
60210 · Insurance premium tax	0.00	0.00	12,000.00	0.0%
60220 · Beverage Excise tax	13.50	50.69	300.00	16.9%
60230 · Franchise tax	0.00	41,912.86	50,000.00	83.83%
60235 · Fines & forfeitures	4,000.00	6,500.00	2,000.00	325.0%
60240 · Business license	0.00	1,670.00	1,500.00	111.33%
60250 · Permits	543.70	3,071.10	20,000.00	15.36%
60270 · Zoning applications	0.00	0.00	100.00	0.0%
60271 · Sales of Reports, Copies, Etc.	9.80	82.55	300.00	27.52%
60280 · Real estate transfer tax	69.48	274.38	700.00	39.2%
60281 · Intangible tax	523.01	1,725.43	4,000.00	43.14%
69110 · Interest income	0.00	1,262.77	4,000.00	31.57%
69115 · Transfer from hotel/motel tax	0.00	0.00	2,000.00	0.0%
69150 · Refunds & Reimbursements	0.00	0.00	2,000.00	0.0%
69990 · Miscellaneous	0.00	50.18	600.00	8.36%
70000 · Sale of surplus property	0.00	0.00	1,000.00	0.0%
<b>Total Income</b>	<b>6,131.74</b>	<b>992,922.68</b>	<b>1,100,335.00</b>	<b>90.24%</b>
<b>Administration &amp; General Government</b>				
510000 · Personal Services	14,649.91	49,465.09	164,555.00	30.06%
520000 · Purchased / Contracted Services	3,756.61	12,243.89	56,450.00	21.69%
530000 · Supplies	794.45	2,182.43	31,350.00	6.96%
<b>Total Expense</b>	<b>19,200.97</b>	<b>63,891.41</b>	<b>252,355.00</b>	<b>25.32%</b>
<b>Roads</b>				
510000 · Personal Services	11,062.03	45,743.00	141,746.00	32.27%
520000 · Purchased / Contracted Services	2,648.39	7,448.78	40,850.00	18.23%
530000 · Supplies	4,149.19	8,455.08	36,450.00	23.2%
540000 · Capital Outlays	0.00	0.00	250,000.00	0.0%
<b>Total Expense</b>	<b>17,859.61</b>	<b>61,646.86</b>	<b>469,046.00</b>	<b>13.14%</b>
<b>Police</b>				
510000 · Personal Services	24,510.94	90,037.30	276,295.00	32.59%
520000 · Purchased / Contracted Services	1,654.45	5,157.60	24,125.00	21.38%
530000 · Supplies	3,965.11	6,783.82	24,450.00	27.75%
540000 · Capital Outlays	0.00	4,000.00	4,000.00	100.0%
<b>Total Expense</b>	<b>30,130.50</b>	<b>105,978.72</b>	<b>328,870.00</b>	<b>32.23%</b>

# City of Sky Valley General Fund

## Budget Performance

April 2012

	Apr 12	Jan - Apr 12	YTD Budget	% of Budget
<b>Housing &amp; Development</b>				
510000 · Personal Services	1,698.45	6,749.47	24,755.00	27.27%
520000 · Purchased / Contracted Services	282.99	540.33	5,425.00	9.96%
530000 · Supplies	314.61	425.75	2,720.00	15.65%
<b>Total Expense</b>	<b>2,296.05</b>	<b>7,715.55</b>	<b>32,900.00</b>	<b>23.45%</b>
<b>Judicial</b>				
510000 · Personal Services	201.80	784.21	2,424.00	32.35%
520000 · Purchased / Contracted Services	310.00	845.00	895.00	94.41%
530000 · Supplies	0.00	0.00	50.00	0.0%
<b>Total Expense</b>	<b>511.80</b>	<b>1,629.21</b>	<b>3,369.00</b>	<b>48.36%</b>
<b>Elections</b>				
520000 · Purchased / Contracted Services	0.00	0.00	1,400.00	0.0%
530000 · Supplies	0.00	0.00	100.00	0.0%
<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>
<b>Executive</b>				
520000 · Purchased / Contracted Services	0.00	0.00	2,000.00	0.0%
530000 · Supplies	0.00	0.00	50.00	0.0%
<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>2,050.00</b>	<b>0.0%</b>
<b>Legislative</b>				
520000 · Purchased / Contracted Services	462.33	1,775.75	8,950.00	19.84%
530000 · Supplies	0.00	90.49	50.00	180.98%
<b>Total Expense</b>	<b>462.33</b>	<b>1,866.24</b>	<b>9,000.00</b>	<b>20.74%</b>
<b>Fire &amp; Rescue</b>	<b>462.33</b>	<b>1,866.24</b>	<b>9,000.00</b>	<b>20.74%</b>

City of Sky Valley Enterprise Funds

Budget Performance

April 2012

	Apr 12	Jan - Apr 12	YTD Budget	% of Budget
<b>Water</b>				
<b>Income</b>				
34.4210 · Water charges	28,064.07	104,753.04	374,500.00	27.97%
34.9000 · Other charges for services	0.00	107.00	830.00	12.89%
36.1000 · Interest revenue	178.34	875.34	2,000.00	43.77%
38.0000 · Miscellaneous Revenue	0.00	0.00	170.00	0.0%
39.1000 · Interfund Transfers	0.00	0.00	150,000.00	0.0%
<b>Total Income</b>	<b>28,242.41</b>	<b>105,735.38</b>	<b>527,500.00</b>	<b>20.05%</b>

<b>Expense</b>				
51.1000 · Personal Services - Wages	11,409.00	41,848.54	141,895.00	29.49%
52.1000 · Purchased profess & tech svcs	1,775.19	11,537.18	49,450.00	23.33%
53.1000 · Supplies	9,832.20	18,969.10	59,600.00	31.83%
56.1000 · Depreciation	0.00	0.00	150,000.00	0.0%
58.0000 · Debt Service	5,385.33	21,541.32	126,555.00	17.02%
<b>Total Expense</b>	<b>28,401.72</b>	<b>93,896.14</b>	<b>527,500.00</b>	<b>17.8%</b>

**Solid Waste**

<b>Income</b>				
34.4100 · Sanitation	9,212.00	36,860.00	112,000.00	32.91%
<b>Total Income</b>	<b>9,212.00</b>	<b>36,860.00</b>	<b>112,000.00</b>	<b>32.91%</b>

<b>Expense</b>				
51.1000 · Personal Services - Wages	5,011.55	18,373.41	65,656.00	27.98%
52.1000 · Purchased profess & tech svcs	2,182.19	7,894.62	32,664.00	24.17%
53.1000 · Supplies	1,825.79	2,720.13	7,980.00	34.09%
56.1000 · Depreciation	0.00	0.00	5,700.00	0.0%
<b>Total Expense</b>	<b>9,019.53</b>	<b>28,988.16</b>	<b>112,000.00</b>	<b>25.88%</b>



**Totals Report For 2009 Taxes  
April 2012  
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2009 Ad Valorem Tax	1,027,030.12	1,023,450.63	2196.72-	1382.77
Interest	9218.51	8,831.33		387.18
Penalty	11,368.38	11,230.10		138.28
Costs	9978.00	9491.00		487.00
<b>Totals</b>	<b>1,057,595.01</b>	<b>1,053,003.06</b>	<b>2196.72-</b>	<b>2,395.23</b>

**Collected: 99.87%**

**Totals Report For 2010 Taxes  
April 2012  
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2010 Ad Valorem Tax	948,598.92	946,536.07	680.08-	1,382.77
Interest	5,630.98	5409.72		221.26
Penalty	2196.24	2057.96		138.28
Costs	3559.82	3332.82		227.00
<b>Totals</b>	<b>959,985.96</b>	<b>957,336.57</b>	<b>680.08-</b>	<b>1,969.31</b>

**Collected: 99.85%**

**Totals Report For 2011 Taxes  
April 2012  
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2011 Ad Valorem Tax	938,737.03	925,655.93	(285.84)-	12,795.26
Interest	1285.23	835.53		449.70
Penalty	1279.53			1279.53
Costs	498.00	30.00		468.00
<b>Totals</b>	<b>941,799.79</b>	<b>926,521.46</b>	<b>(285.84)-</b>	<b>14,992.49</b>

**Collected: 98.60%**

Housing & Development Departmental Data Report	For month ending April 30, 2012		
	Apr-12	YTD	2011 YTD
New Residential & Commercial permits issued	0	0	0
All other addition, remodel and repair permits	6	28	36
Certificates of Occupancy issued	0	0	0
Total New Construction not yet finalized	2		2
Total Other Construction not yet finalized	86		83
Notices to Comply issued	0	4	7
Stop Work Orders issued	0	0	1
Tree Cutting permits issued	3	10	11
Code & Ordinance Violations cited	0	2	0

Fees Collected			
	Apr-12	YTD	2011 YTD
New Residential or Commercial Permits	\$0	\$0	\$0
Other Addition, Remodel, Repair Permits	\$394	\$2,471	\$7,840
Tree Cutting Permits	\$150	\$600	\$375
Land Disturbing Permits	\$0	\$0	\$0
Fines Collected for Ordinance Violations	\$4,000	\$6,500	\$200



## *Departmental Report by the City Manager*

**May, 2012**

### *Announcements -*

Sky Valley will participate in the 2012 Keep America Beautiful Campaign by having a Spring Clean-up Day on Friday, May 18<sup>th</sup>. Sign-up sheets will be circulated today and will be posted at City Hall. Please plan on joining us. If you are unable to help with labor, please consider helping with our luncheon. We will have the clean-up that morning beginning at 9 AM and will have a pot-luck lunch that afternoon at 12:30 PM. Please meet at the postal facility.

Sky Valley Summer Celebration will officially kick off on June 16<sup>th</sup> with our Cruise-In and Elvis Tribute Concert. This will be a catered event. Elvis impersonator, Mark Pitt, put on a great show last year and we are looking forward to having him back. Tickets are available on our website and at City Hall. Tickets bought at least 5 days in advance are available at a discounted rate.

June 30<sup>th</sup> and July 1<sup>st</sup> will be our pre-4<sup>th</sup> of the July Arts and Crafts Show. Vendor applications are being taken on a first come first served basis.

Sunday evening, July 1<sup>st</sup>, the Sock Hops will be in concert. This group comes highly recommended to us and is sure to put on a fantastic show for our residents and guests. Tickets are available on our website and at City Hall.

We are planning one additional dinner/concert event on August 18<sup>th</sup>. Details of the events, sponsorship packets and vendor applications can be found on the City's website at [www.skyvalleyga.com](http://www.skyvalleyga.com).

### *Administration -*

I have been working with a representative from Tom Tom and have been submitting on-line corrections to Navteq (Mapquest) to try to improve GPS and mapping services for our area. This is a tedious and lengthy process without GPS road data, but hopefully they will make the changes we have given them. I will be working with additional companies to improve their maps as well.

### *Public Works -*

Resurfacing bids are due on May 14<sup>th</sup> and will be evaluated at the Council meeting. If awarded, resurfacing should begin within the next thirty (30) days.

Please don't forget that any tree with a trunk that is 8" or more in diameter at 18" above the ground requires a permit for cutting, trimming & topping. There has been some confusion lately about how to calculate the diameter of a tree that has not yet been cut. The easiest way to figure this out is by measuring your tree

around the trunk. A circumference of 25" is approximately 8" in diameter. If your tree is more than 25" around measured 18" from the ground, it has qualified as a "tree" and will require a permit to cut, trim or top. If you had to obtain a permit to cut, it would not qualify for city chipping service. Contractors are responsible for the removal of all tree cuttings.

Homeowner chipping service is done at least a couple of times per month. Cuttings must be less than 8" in diameter and must be stacked in one direction, must be on the right-of-way and out of the road. Bagged leaves are not collected with regular household garbage. Please call City Hall for all yard debris pick-up.

### *Water –*

The Sky High tank blasting and interior recoating has been completed. The outside of the tank is being sanded (and completely stripped in some areas where significant rusting has occurred). The painting should be complete within the next couple of weeks.

The paving included on Bayberry up to the new water tank has been completed. A few punch-list items remain to be done.

### *Solid Waste –*

Garbage service is still once per week from through Memorial Day. We will then go back to our Monday and Thursday pick-up service. Don't forget that garbage should not be placed out for pick-up any earlier than the morning of the service. Animals scatter garbage even when put in the underground cans. Our garbage collectors are not responsible for picking up any garbage that is not properly bagged once they arrive. The dumpster at the tractor barn on Knob Drive can be utilized when you need to take your garbage somewhere prior to a garbage collection day. This is especially important when your garbage contains food items. Recyclables and other household garbage can be taken to the recycle center on Kelly's Creek Road.

With the nation becoming more environmentally conscious, we need to recognize the importance of recycling. By the end of the 1<sup>st</sup> quarter last year we had hauled a total of 22.45 tons of garbage to the landfill. This year, we hauled 23.84 tons during the 1<sup>st</sup> quarter, a 6% increase. It is essential that we encourage ourselves and our neighbors to recycle.

### **Reduce... Reuse... Recycle...**

**Reduce the amount and toxicity of trash you throw away**

**Reuse containers and products**

**Recycle as much as possible and buy products with recycled content**



**CITY OF SKY VALLEY**  
**RESOLUTION 12-03**

**RESOLUTION DECLARING PROPERTY SURPLUS**

WHEREAS the below-described property is no longer necessary, useful or suitable for municipal purposes for the City of Sky Valley.

NOW, THEREFORE, BE IT RESOLVED that the following property be declared surplus and disposed of according to state statutes, including disposal, sale or trade-in on new equipment:

2000 Chevrolet CK2500, VIN 1GBJK34R7YF462366

BE IT FURTHER RESOLVED that the Mayor and Finance Officer may do all acts necessary to dispose of this property according to state law.

It is so resolved and approved by vote of the City Council of the City of Sky Valley this \_\_\_\_ day of \_\_\_\_\_, 2012.

Approved:

\_\_\_\_\_  
James Martindale, Mayor

\_\_\_\_\_  
Neil Howard, Council President

\_\_\_\_\_  
Richard Boyle, Councilor

\_\_\_\_\_  
Bob Larsen, Councilor

Attest:

\_\_\_\_\_  
Maureen Platt, Councilor

\_\_\_\_\_  
Mandi Cantrell, City Clerk

\_\_\_\_\_  
David Whatley, Councilor

## Linda Smith

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**From:** Donal O'Donovan [skyvalleycode@windstream.net]  
**Sent:** Monday, May 07, 2012 4:15 PM  
**To:** svcitymanager@windstream.net  
**Subject:** Wellhouses 6 and 7

Hi Linda;

I went by and checked the dimensions on both well houses this afternoon. Here's what I came up with.

Well #6

We need +/- five squares of roofing materials or 20 bundles of composite shingles.

10 sticks of drip edge

3 rolls of 30lbs. felt

1 box of roofing nails

Well #7

7 bundles of shingles

5 sticks of drip edge

1 roll of 30lbs felt

1 box of nails

Combined

27 bundles of shingles @ \$30 per = 810

15 sticks of drip edge @ \$5 per = 75

4 rolls of felt @ \$20 per = 80

2 boxes of fasteners @ 10 per = 20

1 bundle of ridge cap shingles = 30

Total materials budget +/- \$ 1250.00 ( includes contingency)

Looking again at Stacy's materials estimate it looks like he's estimating for 7 squares of roofing which is around what will be needed for both roofs. His materials budget should be pretty close then for the cedar shake option. Might need to add \$75 for drip edge.

Materials budget +/- \$2650

Savings on materials if you go with the composite should be around \$1400.00

I hope this helps.

Donal.

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2012.0.1913 / Virus Database: 2425/4983 - Release Date: 05/07/12



**CITY BUILDING INSPECTOR**

**DONAL B. O'DONOVAN**

3444 Highway 246

Dillard, Georgia 30537

[www.skyvalleyga.com](http://www.skyvalleyga.com)

skyvalleycode@windstream.net

(706) 746-2204



Report on status of Enforcement action page 2.  
696 Sky Valley Way.

5/7/2012.

Follow up inspection on Old lodge per City Managers' direction. No corrective action appears to have taken place since my report and letter dated 6-13-11. Photos were taken showing continuing violations and further deterioration of structure since last report. Checked county records and GA Secretary of State records to confirm current ownership. Current owner is still Sky Valley Investors LLC. Registered agent is Mr. Hugh O. Nowell.

*STATUS;*

*\_Exterior Of Structure in a state of disrepair. Roof covering missing and vegetation growing in the roof valleys and up the building walls. Exterior cladding missing and wiring exposed. Stairs and landing to accessory building as well as accessory building in a state of near collapse.*

*Weeds and grass growing throughout parking lot asphalt. \_ This is in violation of Sections 302 and 304 of the IPMC (International Property Maintenance Code)as amended and adopted by reference in Section 05-01 of the Ordinances for City of Sky Valley.*

another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter; Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

❖ The owner is responsible for complying with the requirements of Chapter 3, except when the code places the responsibility on the occupants to keep their portion of the premises in a safe and sanitary condition.

Simply stated, owners must provide a safe and sanitary property and premises when they let it for occupancy. Occupants must continue to keep it safe and sanitary while they occupy, control or use the property and premises.

**301.3 Vacant structures and land.** All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

❖ Both vacant structures and vacant land present special concerns to communities. Because no one is living on these premises, they are often ignored by the owners. Consequently, this section establishes the code official's authority to order the cleanup of vacant lands and the securing of vacant structures that might present an attractive nuisance.

When the owner fails to secure a vacant structure, Section 108.2 provides the code official with the authority to arrange for securing such buildings. Additionally, Section 110 authorizes the code official to pursue demolition of any structure that is deemed unreasonable to repair. When a structure is reasonable to repair, the code official is authorized to require the necessary repairs.

## SECTION 302

### EXTERIOR PROPERTY AREAS

**302.1 Sanitation.** 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.

❖ This section establishes a simple, straightforward requirement that exterior areas shall be clean and free from rubbish and garbage (see the definitions in Chapter 2). The code official may find that enforcement of this section is frequently neither straightforward nor simple.

Each jurisdiction has neighborhoods within the overall community that have distinct characteristics. Deteriorated, low-cost housing may dominate in one area, while another has expensive, well-maintained housing units. Sanitation standards should be enforced uniformly and consistently.

**302.2 Grading and drainage.** All premises shall be graded and maintained to prevent the erosion of soil and to prevent the

accumulation of stagnant water thereon, or within any structure located thereon.

Exception: Approved retention areas and reservoirs.

❖ Improperly graded property areas create health and safety hazards. Stagnant water provides a home for many nuisance insects, especially the mosquito. Stagnant water next to a structure can cause mold growth, which can lead to the decay of wooden members. Pounded water is an attractive nuisance for children and has contributed to numerous drowning deaths.

Stagnant water is foul or stale water. Regrading the premises may be necessary to prevent stagnant water. If regrading is not practical, some type of water-diversion system must be installed. Other solutions include replacing nonabsorbent soil with absorbent soil, installing underground drain tile or building an underground leaching pit.

Soil erosion can be a nuisance if material is being deposited in drainage systems or on adjacent properties, and is an indication of improper grading. Planting and maintaining an acceptable ground cover generally prevents erosion.

As indicated by the exception, water retention areas or reservoirs are permitted by the code even though they may contain stagnant water; however, the code official must approve their use.

**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.

❖ The code official is authorized to require that all sidewalks, walkways, stairs, driveways, parking spaces, etc., are usable and kept in proper repair. Walking surfaces that have deteriorated to a condition that presents a hazard to pedestrians must be repaired or replaced to eliminate the hazard and thus reduce the potential for accidents or injuries.

**302.4 Weeds.** All premises and exterior property shall be maintained free from weeds or plant growth in excess of (jurisdiction to insert height in inches). All 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.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

❖ Criteria establishing maximum heights for grass and weeds are necessary to reduce rodent shelters and pollen dust problems.

This section provides a mechanism for removal of

weeds on neglected or abandoned properties after proper notice has been given to the responsible owner or agent (see Sections 107 and 108.3). It is important that the code official act quickly in requiring weed removal to prevent the weeds from contributing to a blight condition that could eventually become a harbor for pests and rodents.

All noxious weeds are prohibited; however, each community has different weeds that are considered noxious. The code official should confer with the state or local agricultural agent to become familiar with weeds that are noxious in his or her community.

Cultivated flowers and gardens are not considered to be weeds. The word "cultivated" is important. Cultivated is defined as "to loosen or dig (soil) around growing plants." Uncultivated gardens should be treated the same as weeds and tall grasses.

**302.5 Rodent harborage.** All 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 which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

❖ Rodents carry disease organisms in their feces and on their bodies. The code official must require the extermination of all rodents by approved processes. All harborage areas should be eliminated by removing piles of rubbish, towing or repairing inoperable cars and cutting back weeds. Garbage should be stored in solid containers with tight-fitting lids and disposed of regularly.

**302.6 Exhaust vents.** Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

❖ There are three common problems associated with exhaust vent discharges:

- Odor problems caused from exhaust gases emanating from businesses and industrial properties;
- Noise problems created by exhaust vents; and
- Health and safety problems created by exhausts that contain hazardous or potentially hazardous discharge.

To reduce these problems, exhaust vents are prohibited from discharging directly on abutting or adjacent public and private property.

**302.7 Accessory structures.** All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

❖ Accessory structures must be maintained in accordance with the criteria established by this section. Property owners often give detached garages, sheds, fences, retaining walls and similar structures a lower

maintenance priority than the primary structure; thus, these structures are frequently in disrepair. A thorough inspection of all property areas and accessory buildings is necessary to identify violations of the code and to improve a neighborhood's appearance.

**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.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

❖ Improper storage of inoperable vehicles can be a serious problem for a community. The vehicles are unsightly, clutter the neighborhood, provide a harborage for rodents and are an attractive nuisance for children.

This section establishes criteria for acceptable vehicle storage. No inoperable or unlicensed vehicles are permitted on a property unless approved in other regulations adopted by the community. This regulation addresses two problems associated with vehicle storage and repair:

- The blighting influence that inoperable stored inoperable vehicles have on a neighborhood; and
- The neighborhood mechanic who attempts to operate a vehicle repair business from home.

Major vehicle repairs are permitted, but only if the work is performed in a structure designed and approved for such use. Of course, this regulation does not affect the storage of vehicles on property that complies with applicable zoning or license requirements, such as repair garages, salvage yards and similar establishments.

**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.

It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

❖ Graffiti, carving and damage is a problem that plagues exterior surfaces of walls, fencing and sidewalks in cities and towns of all sizes. This problem begins as an eyesore and can result in serious consequences, including declining property values and degradation of the structures' ability to repel rain and snow.

It must be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

Chapter 4 of the IBC should be consulted for spray booth approval criteria. The code prohibits painting operations outside or spray booths.



## 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.

Swimming pools, if neglected, can become a health hazard, resulting in insect-attracting stagnant water.

303.2 Enclosures. Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier at least 48 inches (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is less than 54 inches (1372 mm) above the bottom of the gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of 6 inches (152 mm) from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt from the provisions of this section.

This performance-based criteria was specifically added to address pool-related problems where a child could possibly drown by gaining entry into a pool through a gate that failed to close and latch properly. Gates that may have deteriorated over time through age, wear and exposure to the elements are now addressed so that they will continue to provide the intended level of protection. The exception to this section allows for safety covers that comply with ASTM F 1346. This exception is consistent with current provisions in the IBC and the *International Residential Code®* (IRC®).

ASTM F 1346, *Standard Performance Standard Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs*, contains requirements including a means of fastening the safety cover to the hot tub or spa, such as key locks, combination locks or similar devices that will keep the cover in place; testing to demonstrate that the cover can support a minimum required weight; limitations on openings in the cover and minimum installation requirements.

## SECTION 304

## EXTERIOR STRUCTURE

304.1 General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

The exterior of structures must perform four primary functions:

- It must be in good repair. There should be no evidence of deterioration, or damaged or loose elements.

- It must be structurally sound. There should not be any loose or collapsing pieces. Stairways, porches, balconies and similar structural elements must safely perform their intended functions.

It must be kept in a sanitary condition. There shall be no accumulation of litter or debris on porches and other parts of the exterior structure.

- It must be capable of preventing the elements (rain, snow and wind) and rodents from entering the interior areas.

304.2 Protective treatment. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

Other sections of the code require items such as walls, doors, windows and architectural trim to be maintained in good repair and condition. This section makes it clear that if paint or other protective covering or treatment is used to provide protection from the elements, it cannot be peeling, flaking or chipped. Additionally, buildings with deteriorated paint or with masonry joints and siding in disrepair or not weather tight will eventually decay and exert a blighting influence on the community.

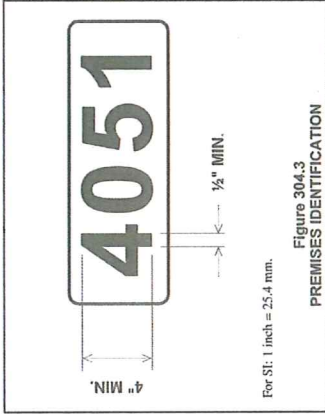
[F] 304.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers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

Buildings that have been assigned a street number must have the number visibly displayed in Arabic figures (i.e., 1, 2, 3, etc.) or spelled out in alphabet letters at least 4 inches (102 mm) in height and each stroke must be 1/2-inch wide (12.7 mm) (see Figure 304.3).

Easily legible numbers are essential for rapid response of emergency personnel.

304.4 Structural members. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

Building components that must support other building components are considered to be structural. Structural members must be kept sound and capable of supporting all of the dead and live loads imposed upon them. Dead loads are the loads created by the structure it-



For SI: 1 inch = 25.4 mm.

Figure 304.3  
PREMISES IDENTIFICATION

self. The footing must adequately carry the load of the foundation, beams, joists, walls, roof and other similar members located above it.

Live loads are the weights that are added to the finished structure. Live loads include furniture, appliances, equipment and other items added to the inside of the building. Snow, rain, ice and wind are environmental conditions that are also considered live loads in the code.

When the occupancy of a structure changes, it presents a special concern to the code official. A commercial building converted to an industrial occupancy may have a large increase in the expected live loads the structural members must carry. The code official should work with structural engineers, architects and other design professionals to assess the anticipated load-bearing capacity of the stairways, porches and other load-bearing members before permitting changes in the occupancy of the building.

304.5 Foundation walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

The foundation must safely support the entire structure. Minor problems left uncorrected can become major. Major foundation problems can result in collapse of the structure.

Minor damage includes hairline cracks, loose and flaking mortar and surface deterioration of cement blocks and poured concrete walls. Major damage includes large horizontal and vertical step cracks, and large areas of missing foundation material (see Figure 304.5).

Three of the most frequent causes of foundation failure result from damage caused at the time of construction, soil problems (settling, sliding, heaving and ex-

panding) and the effects of water. Water entering the foundation through cracks, holes or breaks can freeze and expand, causing damage to the foundation.

The code official should order replacement of structural elements when major damage has occurred and should order appropriate maintenance, such as tuckpointing, if the damage is only minor.

All conditions that permit entry of rodents or other pests must be corrected.

304.6 Exterior walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

Holes, cracks, decayed wood or any other condition that permits rain or dampness to enter the structure must be repaired. Exterior surface materials must be properly coated to prevent deterioration if they are not naturally decay resistant. Many materials do not require surface coating, including: certain metals (aluminum, copper, etc.); masonry products (bricks, stone, stucco, etc.); naturally decay-resistant woods (redwood, cedar, etc.); and woods that have been treated with chemicals to prevent decay.

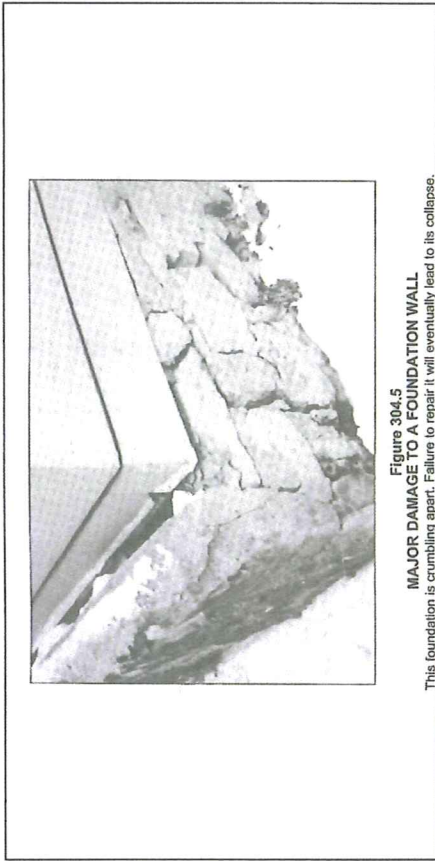
304.7 Roofs and drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

A secure, nonleaking roof is necessary to keep a building properly maintained. Even small leaks can cause thousands of dollars in damage to insulation, plaster, studs and joists. Roof leaks usually occur along valley areas, around plumbing vents, chimneys, dormers and other penetrations through the roof.

Water runoff should be diverted away from the structure to prevent damage to the foundation and other structural elements. Runoff must be diverted away from neighboring properties, public sidewalks, alleys and streets to prevent nuisance problems. Two problems that can result from improper water runoff are flooding of basements and standing water or ice buildup on sidewalks, alleys and streets. Drains, gutters and downspouts must be kept in working order so that water runoff is properly diverted.

304.8 Decorative features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

Exterior decorative features require regular maintenance to prevent their deterioration and to keep them from falling from the building.



**Figure 304.5**  
**MAJOR DAMAGE TO A FOUNDATION WALL**  
This foundation is crumbling apart. Failure to repair it will eventually lead to its collapse.

304.9 Overhanging extensions, including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, stairpipes and exhaust ducts shall be maintained in good repair and the property anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

❖ Most problems related to overhanging extensions, especially signs, marquees, fire escapes and awnings, are a result of deterioration at the points where they are anchored to the building. Anchorage points should be carefully inspected on a regular basis.

Fire escapes, stairpipes and exhaust ducts serve the critical functions of providing proper exiting, fire protection and the removal of exhaust products. Regular maintenance is important for their continued compliance with the code.

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.

❖ 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.

Regular maintenance is required to keep stairs, decks, porches and balconies in good repair so they do not become a hazard to occupants or visitors. Positive anchorage of elevated decks and exterior stairs that may be subject to collapse is especially important.

The IBC shall be consulted for required live loads that these elements are typically required to support.

304.11 Chimneys and towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

❖ Chimneys, towers of all types and other similar appurtenances are frequently ignored until they become nonfunctional or are in danger of collapse. Because of the corrosiveness of the exhaust gases, chimneys and smokestacks often deteriorate on the inside first. The code official should examine chimneys and towers for excessive rust, loose or missing mortar and cracked or disintegrating bricks.

Occasionally, deterioration may become sufficient to prevent the chimney or smokestack from operating properly. Obstructed chimneys have caused numerous carbon monoxide deaths. If fuel-burning appliances vent into chimneys or smokestacks, the code official should see that the exhaust gases are being properly conveyed to the chimney, including the connection of the vent to the chimney.

Weather-coating materials may be applied periodically to reduce the effects of the elements on these items.

304.12 Handrails and guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

❖ This section provides for the safety and maintenance of handrails and guards.

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

❖ All windows, skylights and doors must be installed in their frames so that they are weather light (i.e., able to prevent wind, rain or other elements from entering the structure). A workmanlike installation will provide appropriate protection while maintaining operational capability.

304.13.1 Glazing. All glazing materials shall be maintained free from cracks and holes.

❖ All glass is to be maintained without open cracks or holes, which can admit wind and moisture. Defective glass poses hazards to occupants.

304.13.2 Openable windows. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

❖ Windows that have broken or are missing hold-open hardware create a dual hazard.

First, windows without hardware are frequently propped open with sticks and other objects. These objects can be dislodged and cause the windows to fall, causing bodily injuries.

Second, in the event of a fire, occupants are at an increased risk if windows cannot be readily secured in an open position. People have died because of inoperable windows, even though they could have easily broken the windows and escaped. It is advisable for the code official to check windows to make sure they open properly and remain open with their own hardware.

304.14 Insect screens. During the period from [DATE] to [DATE], 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 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

❖ Screens reduce insect infestations. Each community must establish the months they will require screens. In cold climates, insect populations become dormant or die during the cold season; thus, screens would not be required during cold months. Communities shall establish the number of months screens must be used on windows and doors to accommodate the time period that insects are active.

The code official shall strictly enforce the use of light-fitting screens (not less than 16 mesh per 25 mm)

in any food preparation, storage or service area. Improper insect protection in these areas can lead to large-scale contamination of food supplies.

As indicated in the exception, air curtains, insect repellent fans or similar systems may be accepted. The code official must be sure that such a system is operational and employed whenever the doors and windows are open. Although permitted for any opening, these systems are useful for openings that are difficult to screen properly, such as out-swinging doors.

304.15 Doors. All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

❖ All exterior doors, door assemblies and hardware must perform their intended functions properly (i.e., open and close easily and keep out the elements). Locks must be readily released without keys, special knowledge or effort in accordance with Section 702.3. Security locks that comply with this requirement must function to secure the door as well. Malfunctioning or sticking locks that cannot secure the door may also impede egress because of difficulty in operation or release.

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

❖ Basement hatchways must prevent rain, water and rodents from entering the structure. When maintenance is ignored, wood members (including doors) decay, metal doors and latches rust and hinges break.

Drainage must be provided to prevent water from accumulating around hatchways and leaking inside the structure.

304.17 Guards for basement windows. Every basement window that is openable shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

❖ Basement windows are especially susceptible to the entry of the Norway rat, one of several rodents that frequently nest in the ground near structures. Ralproof shields, screens, storm windows or other protective materials must be installed on windows capable of being opened to eliminate their use as an entry point.

304.18 Building security. Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

❖ This section establishes criteria for providing security for occupants of dwelling units, rooming units and housekeeping units that are rented, leased or let.

## GENERAL REQUIREMENTS

**304.18.1 Doors.** Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a lock throw of not less than 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

- ❖ Everyone has a right to feel safe in their own dwelling; therefore, the installation of locking hardware to secure entry doorways is essential. When installed for security purposes, however, locks and latches can intentionally prohibit the use of an egress door and thus interfere with or prevent the egress of occupants at the time of an emergency, such as a fire. The ability of occupants to easily egress a building in case of a fire or emergency situation is a primary concern to help prevent the loss of human life. Examples of special knowledge would be a combination lock or an unlocking device in an unknown, unexpected or hidden location. Special effort would require unusual and unexpected physical ability to unlock or make the door fully available for egress.

**304.18.2 Windows.** Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking device.

- ❖ In order to coordinate the provisions of the code with the U.S. Housing and Urban Development Department (HUD) housing quality standard requirements for rental properties, a height requirement of 6 feet (1827 mm) above the ground was established for windows. This could be considered a security concern, thus dictating the need for window locks.

**304.18.3 Basement hatchways.** Basement hatchways that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with devices that secure the units from unauthorized entry.

- ❖ Windows to basements are equally problematic from a security point of view and, therefore, need to be equipped with locking devices to provide security for the units.

## SECTION 305 INTERIOR STRUCTURE

**305.1 General.** The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or

more dwelling units or two or more nonresidential units, shall maintain, in a clean and sanitary condition, all shared or public areas of the structure and exterior.

- ❖ The interior of a structure and its equipment shall be maintained so that it does not adversely affect occupants' health and safety. It must protect occupants from the exterior environment.

**305.2 Structural members.** All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

- ❖ Improper original construction, unapproved alterations and repairs, water damage, deferred maintenance and overloading of structural members will result in structural damage and failure.

Common construction and repair deficiencies include undersized structural members that, over time, crack and even collapse; inadequately fastened structural members that loosen and separate from each other; poor-quality construction materials; improperly installed or oversized notches and holes in structural members and poorly installed structural members.

Water is one of the most destructive elements to structures. Water damage most frequently occurs from roof leaks; plumbing leaks in bathrooms and kitchens and water penetration into basements and crawl spaces. Unrepaired leaks can rot and decay structural members. The code official shall inspect the exterior columns, the outside ends of beams and joists, including under bathrooms and kitchens and the undersides of roofs for evidence of water penetration and decay.

Deferred maintenance is a problem with structures. A structure begins to deteriorate the moment it is completed. Both outside and inside factors affect structures: water, sun and wind on the outside; furniture, equipment and occupants on the inside. As equipment wears out or malfunctions, it must be repaired or replaced.

Overloading is not a frequently encountered problem, but can occur when a building changes use. When new, heavier equipment is added. For example, in a structure used for retail sales, the live loads on floors, stairs and balconies must carry more weight when converted to a manufacturing use.

Structural members must be able to bear the loads imposed upon them. Commercial and industrial structures present special concerns for the code official. The code official should provide some level of confidence that a structure will safely withstand the anticipated loads, the code official may want to require the owner to provide evidence of the load-bearing capacity of the structure, determined by a registered architect or engineer.

This information may be useful even if the structure changes occupancy. The code official should be sure structural changes have not occurred and that the previous calculations were prepared.



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The Georgia Code only requires the Office of Secretary of State to retain annual registrations for a period of five years from the date in which it was filed. Annual registrations older than five years may no longer be available for certification or viewing on the web.

## Business Name History

Name	Name Type
SKY VALLEY INVESTORS, LLC	Current Name

## Limited Liability Company - Foreign - Information

<b>Control No.:</b>	09078905
<b>Status:</b>	Active/Noncompliance
<b>Entity Creation Date:</b>	11/6/2009
<b>Jurisdiction:</b>	DE
<b>Principal Office Address:</b>	3575 Piedmont Road NE Building 15 Suite L120 Atlanta GA 30305
<b>Last Annual Registration Filed Date:</b>	3/31/2011
<b>Last Annual Registration Filed:</b>	2011

## Registered Agent

<b>Agent Name:</b>	<a href="#">Nowell, Hugh O.</a>
<b>Office Address:</b>	3575 Piedmont Road NE Building 15 Suite L120 Atlanta GA 30305
<b>Agent County:</b>	Fulton



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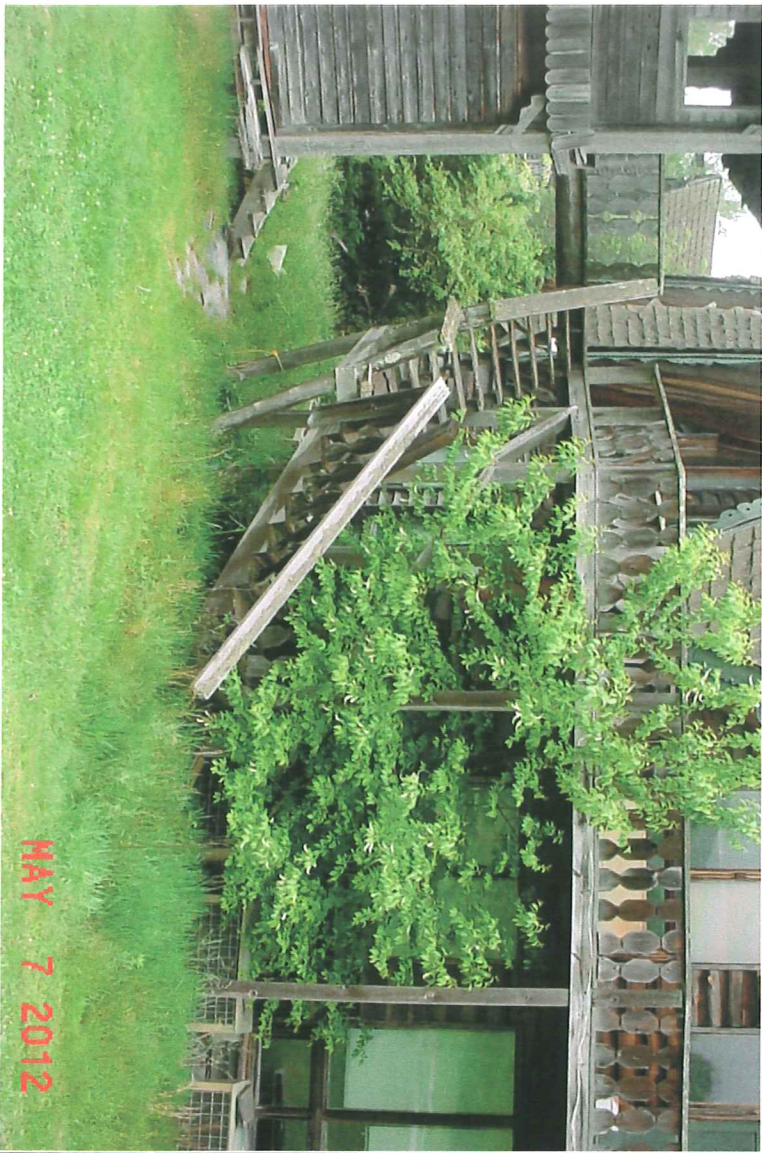
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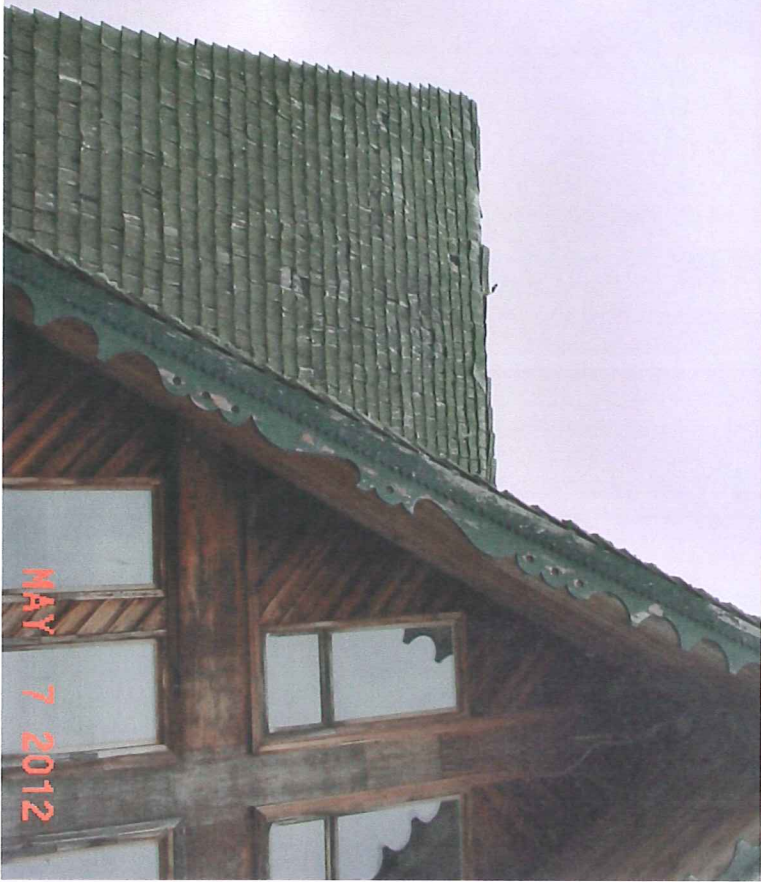
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# 1

8/2/2010.

Acting on a complaint passed on to me by the City Manager inspected exterior grounds. Issued notice to abate Nuisance within 21 days and directed that the trash be cleaned up and the grass and weeds be cut within 21 days. Notice posted on the building and mailed to Mr. Brooke Cole.

#2

8/13/2010.

Removed Notice to Abate Nuisance,  
Grass and weeds had been cut. Trash had been removed.

#3

9-20-2010

Inspected Exterior for IPMC compliance .  
Created Report on Violations for city Manager

#4

10-18-2010

Sent letter with photos to Mr. Brooke Cole  
Highlighting the code violations and directing that the necessary steps be taken to bring property into compliance.

#5

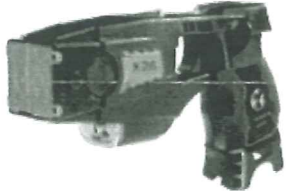
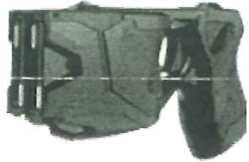
6/13/2011

Researched change in ownership from Merrill Property Division Trust, LLC to Sky Valley Investors, LLC. As recorded on 12/13/2010 warranty deed and identified Mr. Hugh Nowell as the Registered Agent for Sky Valley Investors LLC. Took new photos and sent letter plus notice of violation plus photos to Mr. Nowell. He has until July 15<sup>th</sup> to make the necessary repairs

Subject: RE: Sky Valley Police Department, Sky Valley Georgia  
 From: Mary Ahern (mary@teamdgg.com)  
 To: skyvalleypatrol@yahoo.com;  
 Cc: carsten@teamdgg.com;  
 Date: Thursday, April 19, 2012 10:26 AM

Good morning,

The X2 is not much bigger than the X26. The X2 is a dual shot Taser, but the cartridges are much slimmer than the X26 cartridges, so it is not very much bigger. It has about the same size handle. Here is a side-by-side photo so you can see the difference:

<p><b>X26</b></p>  <p>The TASER X26 ECD has transformed law enforcement worldwide.  <a href="#">Learn More ▶</a></p>	<p><b>X2</b></p>  <p>Designed by law enforcement for law enforcement. Incorporating the most requested features. <a href="#">Learn More ▶</a></p>
---	--

If you would like, Carsten is available to meet with you and show you the X2 Taser. Let us know if you would like to set up a meeting with Carsten.

I have also attached the X26 & X2 price sheets here. Here is a basic break down:

X2 Taser: \$950	X26 w/battery: \$812.00
X2 battery :\$49.95	X26 holster: \$32.95
X2 holster: \$59.95	
Total X2 kit: \$1059.90	Total X26 Kit: \$844.95

X2 Taser: \$950	X26 w/battery: \$812.00
X2 battery :\$49.95	X26 holster: \$32.95
X2 holster: \$59.95	X26 4-year warranty: \$189.95
4-year warranty: \$299.99	4 25 foot X26 cartridges: \$99.98
4 25 foot X2 cartridges: \$115.80	
Total: \$1475.69	X26 Total: \$1134.88

Let me know if you have any questions or would like further information, thanks!

*Mary-Rene Ahern*

Mary-Rene Ahern

GA Law Enforcement Sales

DGG Taser & Tactical Supply

8725 Youngerman Ct, Ste 305

Jacksonville, FL, 32244

Ph: 866-626-8273 ext 30

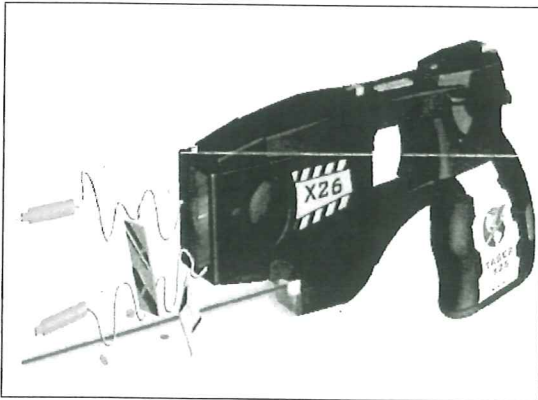
Fax: 904-777-4802

[www.dggtaser.com](http://www.dggtaser.com)

[www.teamdgg.com](http://www.teamdgg.com)

DGG is owned & operated by Law Enforcement professionals.

## X26 TASER®



**Currently fielded by USMC, USN, USAF and USA:**  
COTS item, result of Operational Needs Statement (ONS).

**Lead Agency:** USA

**Target Type:** Counter-Personnel

**Intended Target Response:** Disable an individual.

**Description:** An electro-muscular incapacitation (EMI) device that uses a nitrogen air cartridge propulsion system to launch two probes tethered to an electrically charged cartridge. Effective range is 0-35 ft, depending on cartridge type, penetrates up to 2 inches of clothing.

**Concept of Employment:** Force protection and other operations that require the ability to totally disable an individual.

**Capability Effect:** Human electro-muscular incapacitation (i.e., the loss of voluntary muscular control by electrical stimulation).

Best for us.

Total Cost per Unit \$ 1134.88

We try to have 3 units for  
Officers

ORDINANCE NO. 09-11

**AN ORDINANCE TO PROVIDE FOR PERMITS AND PERMITTING FEES FOR CUTTING TREES WITHIN THE CORPORATE LIMITS OF THE CITY OF SKY VALLEY AND FOR OTHER PURPOSES**

WHEREAS, the City of Sky Valley recognizes that from time to time property owners want or need to remove or trim trees; and,

WHEREAS, the City of Sky Valley wishes to establish appropriate permit fees dealing with cutting, trimming, or removal of trees.

The Council of the City of Sky Valley hereby ordains:

- I. Ordinance No. 05-03 (Tree Cutting Ordinance) is hereby amended by deleting Section 8 of said ordinance in its entirety and substituting a new Section 8 which shall read as follows:

Section 8.


All trees that are cut, topped, or trimmed shall require a permit issued by the City of Sky Valley. Fees charged by the City of Sky Valley for cutting and topping, trimming and removing dead trees, diseased trees, or hazardous trees shall be established from time to time by duly enacted ordinances of the City of Sky Valley or by an appropriate resolution of the City of Sky Valley.


- II. SHOULD ANY SECTION OR PROVISION OF THIS ORDINANCE BE DECLARED BY A COURT OF COMPETENT JURISDICTION TO BE UNCONSTITUTIONAL OR INVALID SUCH DECLARATION SHALL NOT AFFECT THE VALIDITY OF THE ORDINANCE AS A WHOLE OR ANY PART THEREOF OTHER THAN THE PART SO DECLARED TO BE UNCONSTITUTIONAL OR INVALID. ALL RESOLUTIONS AND ORDINANCES AND PARTS OF RESOLUTIONS AND ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE ARE HEREBY REPEALED.

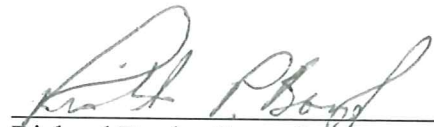
- III. THIS ORDINANCE IS TO BE BECOME EFFECTIVE October 13, 2009.

It is so ordained and approved by vote of the City Council of the City of Sky Valley this 13<sup>th</sup> day of October, 2009.

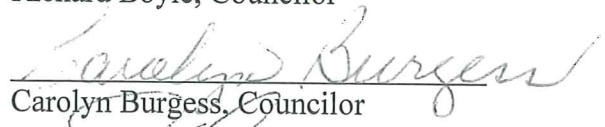
Approved:

  
James Martindale, Mayor

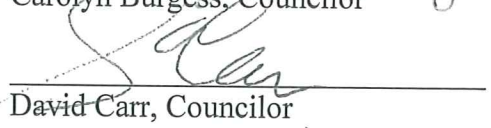
  
Ray Becker, Council President



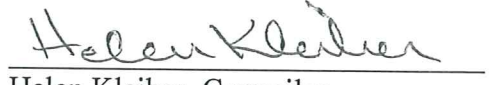
Richard Boyle, Councilor



Carolyn Burgess, Councilor



David Carr, Councilor



Helen Kleiber, Councilor

Attested:



Mandi Cantrell, City Clerk

ORDINANCE NO. 05-03

AN ORDINANCE TO REPEAL SKY VALLEY ORDINANCE 02-17  
AND TO ESTABLISH AN ORDINANCE FOR  
PROTECTION OF TREES WITHIN THE CITY LIMITS OF SKY VALLEY

Whereas, the City of Sky Valley recognizes that from time to time property owners want or need to remove trees; and,

Whereas, the City of Sky Valley finds that because of environmental and aesthetic concern it is in the public interest of the citizens of Sky Valley to protect trees by imposing certain restrictions on cutting, removing, trimming, and topping trees.

The Council of the City of Sky Valley hereby ordains:

I. Sky Valley Ordinance No. 02-17 and any other ordinance regulating the cutting, topping, trimming, or removal of trees is hereby repealed and a new ordinance is enacted to read as follows:

Section 1. Definitions.

a. The following definitions are applicable to this ordinance:

- (1) Tree – Any tree exceeding eight (8) inches in diameter at a point eighteen (18) inches above the ground.
- (2) Top/Topping – Reducing the height of any tree.
- (3) Trim/Trimming – Removing any limbs that are eight (8) feet above the ground.
- (4) Footprint – Includes the area covered by any approved building or structure plus 15 feet from the edges of the approved building or structure. (The additional 15 feet applies only to approved buildings or structures.) The footprint for the purposes of this ordinance also includes the specific area approved for the installation of a driveway, parking area, septic tank and drain field.
- (5) Drain Field and Septic Tank – Septic system and drain field to be used must be identified and approved by the Building Inspector prior to permitting.
- (6) Specimen Tree – A tree defined as historical or endangered.
- (7) Tree Cutting Permit – A permit issued pursuant to the terms of this ordinance.

## Section 2.

Any landowner desiring to cut, top, trim, or remove any tree must obtain a tree cutting permit. Trimming of a tree up to eight (8) feet from the ground level does not require a permit.

## Section 3. Criteria for Evaluating Applications for Tree Cutting Permit.

In evaluating applications for a tree cutting permit the city marshal, city manager, and city council may consider, but not be limited to, the following criteria:

1. The number of trees to be cut, topped, or trimmed.
2. The value of the trees to be cut, topped, or trimmed.
3. The condition of the trees to be cut, topped, or trimmed, with consideration given to diseased or damaged trees.
4. The environmental impact of cutting, topping, or trimming on the applicant's land and on adjacent lands. The impact on streams, soil, erosion, and surrounding vegetation is a part of the environmental impact.
5. Aesthetics for the surrounding property.
6. The applicant's desires.
7. Any landscape plan if submitted.
8. Public safety considerations.
9. Other federal, state, or local ordinances or regulations.
10. Determination if a tree is a specimen tree.

## Section 4. Procedure for Issuance of a Tree Cutting Permit.

- a. Any landowner in the City of Sky Valley wanting to cut, trim, top, or remove a tree, or trees, must first complete an application for a tree cutting permit on forms designated by the City of Sky Valley and file said application with the office of the City Clerk.



1. The application should:

- (a) Identify by location on a plat or sketch each tree to be cut, topped, trimmed, or removed. In order to identify tree by location the applicant must, prior to submitting the application, mark each tree by placing a red ribbon around the circumference of the tree at approximately 3 to 4 feet off the ground. The applicant must designate on the plat or sketch whether the tree is to be cut, trimmed, or topped and the total number of must be listed.
- (b) Describe the purpose for cutting, topping, trimming, or removing the tree, or trees.
- (c) Be accompanied where required with the application fee.
- (d) Identify the person/business entity who will cut, top, and remove the tree.
- (e) Define the time for cutting, topping, trimming, and for removal of trees or debris.

2. The applicant must certify familiarity with the terms of this ordinance and the applicant must certify the person or business entity actually cutting, trimming, topping, and removing tree is familiar with the ordinance.

- (a) The city marshal/building inspector shall within ten (10) working days of the filing of the application (unless a longer time is agreed by the applicant) visit the property, confirm that the application is complete and consider Section 2 of the ordinance and make a written recommendation to the city manager that a permit be issued or denied.
  - (b) The city manager shall within five (5) business days of receipt of the recommendation of the city marshal/building inspector approve, disapprove, or approve in part the recommendation of the city marshal/building inspector. If the city manager approves in part or disapproves the recommendation of the city marshal/building inspector, written explanation outlining the reasons for approval in part or disapproval must be given.
- b. Cutting, topping, trimming or removing trees on another person's land will require a signed written permission from that landowner to be sent to City Hall before a permit will be issued.

## Section 5. Appeal.

(a) Any applicant dissatisfied with the recommendation of the city marshal/building inspector or the decision of the city manager may appeal such recommendation or decision to the city council if the City of Sky Valley provided such appeal shall be in writing and filed with the city clerk within 10 business days of receipt of the decision of the city manager.

(b) If an appeal as provided in the section filed with the city clerk 7 days prior to the next regularly scheduled meeting of the city of Sky Valley such appeal shall be placed on the agenda for consideration of the appeal at that meeting. If the appeal is filed 6 days or less prior to the next regularly scheduled meeting of the City of Sky Valley the appeal will be placed on the next following agenda or it may be placed on an agenda for a called meeting.

(c) The city council in considering an appeal will hear from the applicant, the city marshal, the city manager, and other persons who may wish to provide information to the city council. In making a decision the city council will be governed at all time by the criteria outlined in this ordinance.

## Section 6. Prohibition.

In no instance will more than twenty-five percent (25%) of the trees remaining outside of the footprint be cut and removed unless approved by the city council and conditioned upon an approved landscape plan prepared by a landscape architect or landscape designer. Further, no certificate of occupancy will be granted until the approved landscape plan has been fully completed.

## Section 7. New Construction

If the building location is changed from the original footprint submitted to the building inspector after trees have been cut, topped, or trimmed, it will be considered a violation of this ordinance. Violations of this section will require the property owner to replace the number of trees cut per the same criteria required in Section 9(b). In addition, the property owner must also obtain a new permit to cut, top, or trim any additional trees.

## Section 8. Permit Fees.

(a) The permit fee to cut or remove trees is as follows:

1 – 5	\$20.00
6 – 25	\$40.00
> 25	\$60.00

(b) There is no permit fee to top or trim a tree; however, a permit is required.

- (c) There is no permit fee to cut diseased or hazardous trees; however, a permit is required along with written confirmation of the diseased or hazardous tree by the Building Inspector.

Section 9. Penalties for Violation.


- a. Except as provided in subsection (c) any violation of this ordinance shall subject the applicant to a mandatory fine of \$500 per violation and \$500 for each additional violation. A violation will occur for each tree cut, topped, or trimmed in violation of this ordinance.
  - b. Replanting: In addition to the above monetary fine any person, firm, corporation or other entity or agents thereof violating this ordinance will be required to replace each tree cut, topped, or trimmed or removed in violation of this ordinance with 2 hardwood trees. Each hardwood tree must be:
    - (1) No shorter than 10 feet high measured from the top of the ball to the tip;
    - (2) No less than 2 inches in diameter at a point one foot above the top of the ball;
    - (3) Nursery grown in no less than a 15 gallon container or ball; and
    - (4) The trees to be replanted must be approved by the city marshal or city manager prior to planting.
  - c. A failure to remove any trees cut or debris from trees topped or trimmed within 14 days of completion will be considered a violation with a mandatory fine of \$100 per day. The fine shall continue for each day the cut trees or debris remains on the property.
  - d. All fines imposed herein will be imposed upon the applicant.
- II. SHOULD ANY SECTION OR PROVISION OF THIS ORDINANCE BE DECLARED BY A COURT OF COMPETENT JURISDICTION TO BE UNCONSTITUTIONAL OR INVALID SUCH DECLARATION SHALL NOT AFFECT THE VALIDITY OF THE ORDINANCE AS A WHOLE OR ANY PART THEREOF OTHER THAN THE PART SO DECLARED TO BE UNCONSTITUTIONAL OR INVALID. ALL RESOLUTIONS AND ORDINANCES AND PARTS OF RESOLUTIONS AND ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE ARE HEREBY REPEALED.
- III. THIS ORDINANCE WILL BECOME EFFECTIVE UPON ADOPTION BY THE CITY COUNCIL AND APPROVED BY THE MAYOR AS PROVIDED BY THE CHARTER OF THE CITY OF SKY VALLEY.

It is so ordained and approved by vote of the City Council of the City of Sky Valley this 25<sup>th</sup> day of February, 2005.

Approved:

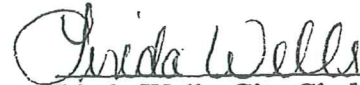
  
\_\_\_\_\_  
Steve Brett, Mayor


  
\_\_\_\_\_  
Carolyn Burgess, Council President

  
\_\_\_\_\_  
David Carr, Councilor

  
\_\_\_\_\_  
W. Delano Moore, Councilor

Attest:

  
\_\_\_\_\_  
Linda Wells, City Clerk

  
\_\_\_\_\_  
Dee Raye, Councilor

  
\_\_\_\_\_  
Britt Whitaker, Councilor

Read and introduced on the 25<sup>th</sup> day of February, 2005.  
Adopted on the 25<sup>th</sup> day of February, 2005.

CITY OF SKY VALLEY  
ORDINANCE NO. 06-02

AN ORDINANCE ESTABLISHING AND CONFIRMING FINES  
AND PUNISHMENTS FOR VIOLATION OF ORDINANCES OF  
THE CITY OF SKY VALLEY, GEORGIA

Whereas, the Charter of the City of Sky Valley provides that the governing authority of the City of Sky Valley can provide penalties for violations of duly adopted ordinances and laws of the State of Georgia; and,

Whereas, the power of the Judge of the Municipal Court of Sky Valley is established by the law of Georgia;

Therefore, the Council of the City of Sky Valley hereby ordains:

- I. The Code of Ordinances of the City of Sky Valley are hereby amended to add a new section to read as follows:

**General Penalty:**

Whenever in the Code of Ordinances of the City of Sky Valley any act is prohibited or is declared to be unlawful, or whenever in such Code of Ordinances the doing of any act is declared to be unlawful and no specific penalty is provided therefore, the violation of such provision of the Code of Ordinances shall subject the person committing the violation to a fine not exceeding \$1,000.00 and costs, or to imprisonment for a term not exceeding six months, or to both such fine and imprisonment, any or all of such penalties to be imposed at the discretion of the Municipal Court Judge.

The infliction of a penalty under the provisions of this section shall not prevent the revocation of any permit or license or the taking of other punitive or remedial action where called for or permitted under the provisions of the Charter of the City of Sky Valley or the Code of Ordinances of the City of Sky Valley.

- II. SHOULD ANY SECTION OR PROVISION OF THIS ORDINANCE BE DECLARED BY A COURT OF COMPETENT JURISDICTION TO BE UNCONSTITUTIONAL OR INVALID SUCH DECLARATION SHALL NOT AFFECT THE VALIDITY OF THE ORDINANCE AS A WHOLE OR ANY PART THEREOF OTHER THAN THE PART SO DECLARED TO BE UNCONSTITUTIONAL OR INVALID. ALL RESOLUTIONS AND ORDINANCES AND PARTS OF RESOLUTIONS AND ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE ARE HEREBY REPEALED.

III. THIS ORDINANCE WILL BECOME EFFECTIVE UPON ADOPTION BY THE CITY COUNCIL AND APPROVED BY THE MAYOR AS PROVIDED BY THE CHARTER OF THE CITY OF SKY VALLEY.


It is so ordained and approved by vote of the City Council of the City of Sky Valley this 10<sup>th</sup> day of April, 2006.

Approved:

  
\_\_\_\_\_  
Steve Brett, Mayor

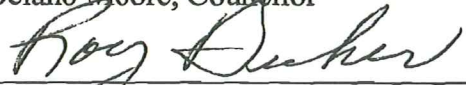
  
\_\_\_\_\_  
David Carr, Council President

  
\_\_\_\_\_  
Carolyn Burgess, Councilor

  
\_\_\_\_\_  
D. Starr Raye, Councilor

Attest:

  
\_\_\_\_\_  
Linda Wells, City Clerk

\_\_\_\_\_  
Delano Moore, Councilor  
  
\_\_\_\_\_  
Ray Becker, Councilor

Read and adopted on the 10<sup>th</sup> day of April, 2006.

# City of Sky Valley, Georgia Tree Cutting Permit Application

Please mail completed form and permit fee to:  
City of Sky Valley  
3444 Hwy 246  
Sky Valley, GA 30537

Property Location

## Property Owner Information

Name   
Address   
City  State  Zip Code   
Phone Number

## Applicant Information (if other than homeowner)

Name   
Address   
City  State  Zip Code   
Phone Number

**Lifetime Maximum of 25% of trees outside of house footprint can be cut. Topping is highly discouraged - Ask us why**

**Please select the appropriate box for number of trees to be Cut or Topped.**

Number of trees to be CUT   
Number of trees to be TOPPED   
Number of trees to be TRIMMED   
Purpose for Request:

- 1-5 \$75.00  
 6-10 \$150.00  
 11-20 \$250.00  
 21+ \$500.00  
 Trimming/Pruning - No fee  
 Dead, Diseased, or Trees Creating A Hazard (to be verified by the City Marshal) - No fee

## INSURED CONTRACTOR who will be responsible for cutting/topping/trimming and removing tree cuttings

Name  Phone Number   
Liability Ins Carrier  WC Ins Carrier

**IMPORTANT INFORMATION - PROPERTY OWNER, APPLICANT & CONTRACTOR MUST ALL READ AND SIGN APPLICATION BELOW.**

This application MUST be accompanied by a plat or sketch indicating which trees are to be cut, topped, or trimmed. Contractor must provide proof of insurance prior to issuance of a tree cutting permit unless property owner signs Affidavit accepting full responsibility. Trees to be cut, topped, or trimmed MUST BE clearly marked. Failure to obtain a tree cutting permit or cutting additional trees not approved by the City will be considered a violation of the City's Tree Cutting Ordinances and will subject OWNER/CONTRACTOR to a fine not to exceed \$1000 per tree as well as replanting requirements as set forth therein. Failure to remove any tree cuttings within 14 days of completion will be considered a violation of the Ordinance and will subject Applicant/Contractor to a fine of \$100 per day. APPLICANT is responsible for calling City Hall for a final inspection within said 14 day period to avoid these penalties. Tree cuttings authorized under this permit are NOT eligible to be left out for the City's chipping service. By signing this application you are agreeing that you have reviewed the City's Tree Cutting Ordinances and you acknowledge reading and understanding the contents of this permit and said Ordinances and will comply with the provisions therein.

Property Owner Signature  Applicant Signature   
Contractor

### PERMITTED CUTTING AS APPROVED BY CITY

Number of trees to be CUT   
Number of trees to be TOPPED   
Number of trees to be TRIMMED

**FOR OFFICIAL USE ONLY**

**PERMIT AS APPROVED BY  
THE CITY OF SKY VALLEY**

Ins/Affid & Sketch Received

Date Received

Date of Approval

Permit Expiration **90 DAYS AFTER APPROVAL**

City Marshal Signature

Approval by City Manager

**City of Sky Valley  
Development Department**

Permits & Inspections  
3444 Highway 246  
Sky Valley, GA 30537

Phone: 706-746-2204  
Fax: 706-746-5893  
Email: skyvalleycode@windstream.net

**HOMEOWNER AFFIDAVIT**

**NOTICE:** The City of Sky Valley will only issue a permit to either a licensed contractor or to the owner of a property. This form must be completed, signed, notarized and submitted to City Hall along with the completed Tree Cutting Permit before a permit will be issued.

*All information requested on this form is mandatory:*

**Jobsite Address:** \_\_\_\_\_

**Subdivision:** \_\_\_\_\_ **Lot/Bldg/Unit #:** \_\_\_\_\_

**Print Homeowner's Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Description of Work:**       Tree Cutting                       Tree Topping  
    Tree Trimming/Pruning

I certify that I own the jobsite property and that all tree cutting requested under this permit is located solely on my property. I certify that I am familiar with all tree cutting codes and ordinances adopted by the City of Sky Valley and will adhere to the requirements imposed by same. I certify that I will be the contractor performing the work, and I will be responsible for the supervision and safety of all workers who will be helping me in the performance of this work. I acknowledge that the City of Sky Valley strongly discourages homeowners from doing any tree cutting themselves that requires working near power lines, working close to a structural building, pruning/cutting trees from an elevated platform or ladder, or cutting large trees that could potentially damage other trees in the vicinity when taken down. I understand that I can be held liable for any injuries or property damage resulting from this work whether performed by me or by any workers under my supervision.

In the event there is a change in my status as the contractor on this project, I understand that I will be held responsible for all indicated tree cutting done on this job until the Inspection Department has been notified, in writing, of any change. I understand that this permit may be revoked for false statements or misrepresentation as to the material facts in the permit application on which this permit was based.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Sworn to and subscribed before me,

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
(Notary Public – Please notarize with official seal)