

structure is still boarded at the end of each such six months, the boarding permit may be renewed upon the submission of a written application by the owner of the property or their authorized representative or contractor with the submission of the application occurring no later than ten (10) business days prior to the expiration of the original permit, upon the payment of the required fee and upon the confirmation through inspection by a city code enforcement officer that the boarding or other method of securing the building or structure has been done in compliance with this article. The issuance of a renewal-boarding permit shall also be subject to all of the following conditions:

- (1) The owner shall submit a detailed plan for correction, repair or rehabilitation of violations of state or local building and housing standards and for the securing of the doors, windows and other openings by the conventional method used in the original construction and design of the building or structure or, alternatively, a detailed plan for sale of the property to another person or entity with provision in the sale of correction, repair or rehabilitation; and
- (2) The owner shall submit a time line for applying for appropriate permits for such work and for completing such work prior to the expiration of the renewal permit, or alternatively, a timeline for the sale of the property;
- (3) The permit may be revoked by written notice of the Director of Planning and Developmental services, at the recommendation of the Director of Code Enforcement, if the owner fails to comply with the plan for such work or fails to comport to the timeline submitted.
- (d) A boarding permit may not be extended beyond the renewal period nor may a new application for the same property be accepted by the Director of Planning and Development Services within one (1) year of the date of expiration of the prior permit, except upon the submission of a written application by the owner of the property or their authorized representative or contractor, upon the payment of the required fee, upon the confirmation through inspection by a city code enforcement officer that the boarding or other method of securing the building or structure has been done in compliance with this chapter and upon demonstration that "good cause" for the renewal exists. "Good cause" shall require a showing by the owner that the permit renewal is made necessary by conditions or events beyond the owner's control, such as inability to obtain financing for repair or rehabilitation, inability to locate a suitable buyer, unanticipated delays in construction or rehabilitation, or unanticipated damage to the property. In addition, where appropriate, "good cause" shall also require a showing by the owner that the owner has exercised reasonable and due diligence in attempting to complete the needed repair, rehabilitation or correction or is attempting to sell the property. In the event that the Director of Planning and Development Services determines that there exists good cause to renew the permit and that all other conditions are met, the permit may be renewed by the owner for an additional one (1) year, subject to all of the same conditions imposed on the original renewal permit.

Exceptions. Board up permit shall not be required in the following circumstances:

- (a) Temporary emergency situations, including but not limited to damage caused by vandalism, theft or weather and hurricane preparation.
- (b) Seasonal residences.

Sec. 16-14.4 Standards for Securing Building.

(a) ~~The boarding of the doors, windows or other openings of any building or structure~~ any means of securing such openings, other than by the conventional method used in the original construction and design of the building or structure, shall comply with the following minimum standards:

- (1) *Securing by boarding.* Windows and similar openings shall be boarded with exterior grade plywood of a minimum thickness of five-eighths (5/8) inch nominal or its equivalent. Vent holes may be required, as deemed necessary by the city. The plywood shall be secured in place by

two (2) inches by four (4) inches or four (4) inches by four (4) inches cross members, secured to the plywood by three-eighths (3/8) inch plated carriage bolts with large washers at each end and with the cross member turned so that the carriage bolt goes through the larger dimension. Bolts used to secure the cross member shall be threaded to the correct length. A minimum of two (2) cross members shall be used on each window and, depending on the size of the opening, additional cross members may be required. Each cross member shall be a continuous piece of lumber, and each must extend at least one (1) foot past the window opening in each direction. Bolts and nuts used to secure the cross members to the plywood must be tightened enough to slightly deflect the wood. Bolt heads must fit tightly against the wood and not give a surface for pliers or pry bars.

(2) *Exterior doors.* Exterior doors shall be boarded with exterior grade plywood of a minimum thickness of five-eighths (5/8) inch nominal or its equivalent, fitted to the entry doorjamb with maximum one-eighth (1/8) inch clearance for each edge. The existing door should be removed and stored inside the building. The plywood shall be attached to three (3) horizontal two (2) inches by four (4) inch wooden crossbars each with two (2) three-eighths (3/8) inch carriage bolts and matching hardware. The plywood shall be attached to the door entry with three case hardened strap hinges of the types specified by the building official and the plywood shall be secured by a case hardened steel hasp and minimum two-inch case hardened padlock also of the type specified by the city.

(3) *Painting of boarded openings.* All boarded openings shall be painted with a minimum of one coat of exterior paint, which is of a color compatible with the exterior color of the building or structure.

(4) *Alternative methods of securing a building.* Upon application for a boarding permit, the building official may approve alternative methods of securing a vacant and unoccupied building or structure. In making the determination to approve any alternative method, the city shall consider the aesthetic and other impacts of such method on the immediate neighborhood and the extent to which such method provides adequate and long-term security against the unauthorized entry to the property.

(b) *Additional requirements.* In connection with the boarding of the doors, windows or other openings of any building or structure or any means of securing such openings, other than by the conventional method used in the original construction and design of the building or structure, the owner shall also comply with all of the following requirements:

(1) All utility service to the building or structure shall be terminated by removal of the meters and termination of electric power at the pole. Compliance with this subsection may be waived in writing by the city as to the electric utility service in the event that electricity is needed to power exterior security lighting, an alarm system or equipment to be used in connection with rehabilitation of the building or structure for which there is an active and current building permit;

(2) The sewer shall be capped in a manner approved by the city so as to prevent the accumulation of methane gas in the building or structure;

(3) The interior of the building or structure shall be cleaned of all trash, junk, garbage, debris, and solid waste, and personal possessions shall be removed from the interior of the building or structure, so as to eliminate any fire or health hazard and prevent hindrance to firefighting equipment or personnel in the event of a fire. Disposal of such trash, etc. must comply with any and all provisions of the City Code and no such trash, etc. shall be placed on City right-of-way.