

**City Of Glendale**  
**Code Compliance Program**  
(414) 228-1711

The Code Compliance program was developed to protect and secure the health, safety and welfare of those living in the City and for the preservation of quality buildings and structures through proper upkeep and maintenance.

Code compliance inspections are conducted upon request, and are required prior to a change of ownership of any building in the City. A document called the Certificate of Compliance is issued upon completion of all ordered code corrections resulting from this inspection. The normal code correction time frame is 30 days. A certificate is then valid for one year from date of issuance. Please be aware that any ordered corrections to violations revealed during a code compliance inspection must be completed whether or not any proposed change of ownership actually occurs.

The codes enforced include an extensive list, which are enacted by the City, incorporated by reference by the City, or mandated by a higher unit of government such as the State. The following list is not an all-inclusive list, but more so, an attempt to inform property owners of the more common violations found during these inspections. For your own protection, before making code corrections, secure advice and estimates from reliable trades people, and ensure that the proper permits are obtained PRIOR to any work commencing.

**Kitchen**

- GFCI protected outlets within 6' of kitchen sink.
- Air gap required on a dishwasher waste drain, shock arrestor installed on water supply if new or replacement installation. (Electric disconnect required if kitchen remodeled)
- Garbage disposal required on all homes built, and all kitchens remodeled, 1959 to date; the disposal shall have its own trap in double sink installations.
- Corrugated waste plumbing shall not be used for drain or supply plumbing anywhere in the house.
- All waste plumbing shall be properly vented.
- Levered, hand operable gas shut-off valve required within 6' of all gas appliances, cap all abandoned gas piping.

**Bathroom**

- Minimum of one GFCI protected outlet required when sink is present and within 6' of any water source. Light or fixture outlets do not count as a receptacle.
- Ventilation/Exhaust is required in all bathrooms. Mechanical exhaust fan required if bathroom is without operable, screened window. All exhaust fans must vent directly to exterior of house only.
- Privacy door/room required for any toilet area.

**Garage**

- 45 minute firewall required between house and garage (including attic access areas), from top of foundation to underside of roof sheathing. Use of 5/8" Type-X fire-rated drywall on garage side acceptable. All edges must be tightly fitted or taped and plastered and all holes or gaps around structural members and around any penetrations must be sealed with fire-rated caulk or plaster. DO NOT bury or hide any electrical boxes.
- 20 minute fire rated door and frame assembly required between house and garage - 1-3/4" solid core wood door, or 20-minute insulated metal door. Doors and frames MUST have rating label attached.
- Grounded, GFCI type electrical outlet required for garage door opener, no extension cords or socket adapters shall be used.

**Basement**

- Operable smoke detector. (Must be installed on ceiling or at bottom of floor joist only.)
- Operable carbon monoxide detector. (Within 15 feet of any basement bedroom, if no basement bedroom, follow manufacturers installation instructions. (Do not locate near fuel burning appliances.)
- Unvented gas heaters are not permitted anywhere in the house.
- Sump crock & sump pump required (unless gravity fed or no foundation drain tile present.)
- If there is foundation drain tile connected to the sanitary sewer (normally evidenced by finding a side opening, usually protected by a palmer valve, above the water level inside the basement sanitary floor drain), that side opening must be sealed, and a sump crock & pump installed (adjacent grounded GFCI electrical outlet required). The pump system must then discharge the drain tile water either to the outside grade, or be connected to the storm sewer.
- Sump crock must be equipped with cover, and constructed with raised edges to prevent usage as floor drain.
- Hand operable levered gas shut-off valves required within 6' of all gas appliances, cap all abandoned gas piping.
- Water heater T&P relief valve drop tube to extend to within 6" of floor, not threaded at floor level discharge and proper unions at water inlet and outlet connections.
- Approved ASSE 1009 backflow protection device requires on make-up water supply line to boiler system with air-gap on vent tube. Tube must extend to within 6" of floor.

*(over)*

### **Basement continued**

- All dryers shall vent to the exterior – only rigid or corrugated metal ducting is permitted. (ONLY use foil type tape on joints.)
- Incinerator shall have its own flue, otherwise remove and seal at chimney.
- 1/4" per foot upward pitch on all venting to chimney, maintain adequate vent clearance to combustibles or dissimilar metals, and seal around vent penetration at chimney with high heat resistive material.
- Proper amount of combustion air must be available for all rooms enclosing gas appliances.
- No exposed foam plastic insulation (Styrofoam) or other type, including crawl spaces that openly communicate with the basement – must be removed or covered with an approved thermal barrier (1/2" gypsum wallboard, 1/2" nominal wood structural panel, 3/4" sawn lumber with tongue-and-groove or lap joints, 1" of masonry or concrete acceptable).  
*May be in box sills and on overhead garage doors in homes built March 2001 or later.*
- Foundations shall be weather tight and structurally sound, with no major cracking, bowing, or leakage.
- Notching of overhead floor joists, headers, beams or columns is prohibited.
- Properly abandon all unused wiring, conductors or unused appliances or fixtures.
- Legally install all Romex wiring (If perpendicular to wall studs, must be protected from physical damage. May not be installed along bottom of floor joists or run on top of false ceilings.)
- Extension cords and socket or outlet adaptors are prohibited for use on any permanent appliance or light fixture.
- Properly label all circuits in all electrical service panels.
- Main electrical service shall be grounded to cold water piping with bonding jumper at water meter.
- Main electrical service must be wired per panel specifications, possible service upgrade to minimum 100 amps may be required.
- Main electrical service equipment must be accessible with proper working clearances of minimum 36" on all sides.
- Basement bedrooms are not allowed unless there are two legal basement exits, and heat and ventilation.
- Non-permitted water wells shall be properly filled per DNR regulations and City ordinance, with interior wiring and equipment removed, and lateral conduit piping in foundation wall permanently sealed.
- An operating well shall have a valid City issued Well Operation Permit. Cross connections with City water are forbidden.

### **Exterior**

- ASSE 1011 backflow protection on all hose bibbs. Backflow prevention must also be installed on all lawn irrigation systems.
- No exposed or improper wiring.
- Exterior electrical disconnect required for central air conditioning units.
- Self-closing, weatherproof coverplates required on all exterior electrical outlets. Outlets must be grounding type, or changed to GFCI type with self closing, in-use type covers.
- Visible address numbers required on front of house and alley side of garage, minimum 2-1/2" tall numbers.
- Weather tight roof with no leakage and in good condition.
- Required exit steps to grade shall be evenly spaced with maximum height of 8 inches (approx) for each step.
- Remove all unused and unfilled (only allowed under certain circumstances) underground oil tanks per DNR regulations.
- Pools and hot tubs: wiring to be in compliance with State Code, and fenced per City Ordinance.
- Exterior property maintenance violations, including but not limited to: peeling paint, rotted wood, rusted metal, exterior storage, debris, fence repair, broken glass, grasses over 8", weed control and sidewalk/driveway cracking or displacement.

### **General**

- Smoke detectors required at ceiling level of each floor, including the basement. (Not up between or on side of floor joists).
- Carbon monoxide detectors are required on each floor including basement. Install within 15 feet of each bedroom area.  
DO NOT install near fuel burning appliances such as furnace, water heater, gas dryer or range unit, fireplace, etc).
- All electrical wiring, junction boxes, outlets and switches shall have coverplates, be properly secured and in good condition.
- Minimum of two (2) electrical outlets per habitable room required. One (1) electrical outlet in every bathroom, laundry room, furnace room and hallway over 10 feet in length, and one (1) light fixture in every kitchen, bathroom, hallway, electrical or mechanical room.
- All plumbing appliances, sinks, faucets, toilets, etc. shall be in proper working order and free of leaks or drips.
- Handrails are required on any stairwell of more than three risers, installed 30-38" above treads.
- Guardrails are required on any area with more than a 2' drop to floor or grade level, including roof or upper porch areas of a 2nd floor exit, decks or stoops of a 1st floor exit, or stairwells and loft areas inside the home (Guardrails shall be located at least 36" above the floor, constructed to prevent the through passage of a sphere with a diameter of 4" or larger, able to withstand a 200-pound load applied in any direction, and if installed in an exterior location, constructed of metal, decay resistant or pressure treated wood).
- Fireplace damper shall be operable. Firebox bricks secure/grouted, and properly sized hearth extension intact. Chimney shall be properly lined and sized to appliance.
- Rain caps are required on all open chimney flues.

This list does not represent or pretend to have legal status. Precise definitions and code requirements are available for public inspection at City Hall.