



CITY OF ALTON, ILLINOIS HOUSING CODE BASIC REQUIREMENTS



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

CITY OF ALTON HOUSING CODE

A COMMUNITY TAILORED PROGRAM OF NEIGHBORHOOD PRESERVATION

For many years, the City has had laws which spelled out reasonable minimum standards for construction and maintenance of residential buildings and the number of people who may occupy them.

In January, 1978, the City added to the code a requirement for inspections by the City prior to a change of ownership or occupancy in private homes and apartments. In addition exterior inspections (from the street) may be made at any time. In 1995, the City adopted the National Property Maintenance Code which is used nationwide.

Inspections are made by experienced certified inspectors who examine homes for defects which cause health or safety hazards, for overdue maintenance, and for minimum standards for decent housing.

Experience in other communities, and in Alton, shows that this kind of program, sensibly administered, is an effective way of maintaining neighborhoods and preventing their decay. This is also a means of maintaining property values for the benefit of homeowners, rental property owners, and businesses.

WHAT YOU NEED TO DO TO COMPLY WITH THE HOUSING CODE

If you are planning to sell or rent a single-family or multiplex dwelling unit to another party, or to a new tenant, you are required to obtain an Application for Occupancy Permit. To arrange for an inspection, the owner or owner's registered agent must make application at City Hall, Room 202, phone 463-3532. The charge for the inspection is \$30.00. Permits are issued by the Housing Inspector when it has been verified that the floor space in the dwelling is adequate for the proposed number of occupants and the premises meets the established minimum standards.

ADDITIONAL FEES

The following additional fees shall apply per City Code 9-2-8 (D):

- The fee for said occupancy permit shall be thirty dollars (\$30.00). An additional fee of thirty-five dollars (\$35.00) shall be charged in connection with any occupancy permit if the owner, lessor, seller, or their agent fails to be present at the appointed time of a scheduled inspection unless written notice of the cancellation of a scheduled inspection is delivered to the office of the deputy director at least twenty-four (24) hours in advance of the scheduled inspection. An additional fee of thirty-five dollars (\$35.00) shall be charged in connection with each and every subsequent inspection in connection with any occupancy permit if and after an inspection of the residential dwelling unit indicates that the residential dwelling unit has failed to meet the minimum building and housing codes or standards of the City of Alton so as to permit the issuance of an occupancy permit.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

- Said occupancy permit must be applied for and all fees paid for by the owner, lessor, or seller; said occupancy permit will not be issued until such time as there is an actual change of occupancy at which time of issuance no additional fee shall be charged, but occupant must furnish such additional information as is required by the issuing authority.
- In the event the deputy director, or his or her agent, shall determine that an advanced inspection of the dwelling or the dwelling unit is required, as provided in Section 9 of this Chapter, an additional fee of \$70.00 shall be required to defray the cost of the inspection and administrative expenses incurred by the City.” (Ord. 7184, 3-11-2010)



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

Occupancy Permit General Information & Requirements

WHEN TO OBTAIN OCCUPANCY INSPECTION/PERMIT

- When preparing for a change in ownership and/or new tenants

WHO MUST APPLY AND PAY FOR THE INSPECTION:

- Property Owner
- Realtor
- Authorized agent (an authorized agent is one in which the property owner has filled out an agent form, available in our office, authorizing a person to act on his/her behalf). The agent form must be notarized. NOTE: The authorized agent cannot be anyone that will be moving in the dwelling unit and must live within 25 miles of the City.

WHERE TO GO TO APPLY FOR AN INSPECTION/PERMIT:

- Department of Building & Zoning, City Hall, 101 E. 3rd St., Room 202.
- Phone: 618-463-3532 Office Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
- www.accessmygov.com
- Inspections are scheduled on a first come, first serve basis.

WHAT INFORMATION MUST BE INCLUDED FOR THE INSPECTION/PERMIT PRIOR TO ISSUANCE:

- Property owner's name, address, phone number, and email address.
- Realtor or Authorized Agent name, address, phone number, and email address.
- TENANT INFORMATION REQUIRED:

FOR ALL ADULTS: (18 and older)

Full Name

Date of Birth

Driver's License or State ID #

Cell Phone# (if available)

FOR ALL CHILDREN: (17 and younger)

Full Name

Date of Birth

- If the occupant information is incomplete, the inspection will not be scheduled
- The property owner, authorized agent or realtor can supply our office with the above information in person, on-line or by phone. However, if the owner and/or buyer comes to the office to get the permit they will need to supply a copy of a photo I.D. (state issued driver's license or identification card) for each adult residing in the dwelling unit.
- If ordered by phone or on-line payment is required to be made on-line. A courtesy fee is attached to all on-line payments.

NOTE: The occupancy permit will be in the name of the occupant(s) only. Should a dwelling become vacant and a property owner needs utility services restored we will issue a "temporary use of utilities" permit in the owner's name at no charge.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

E-mail: permits@cityofaltonil.com

Fax: (618) 463-0972

Website: www.cityofaltonil.com

OCCUPANCY INSPECTION DENIAL CHECKLIST

The City of Alton is committed to improving the quality of housing in our municipality. It is with this goal in mind that the Department of Building & Zoning has compiled the below list of items that can result in an automatic denial of occupancy inspection/permit.

- Any violation(s) noted on prior inspection that was not corrected
- No water service
- No electric/gas service
- High grass/weeds (in excess of 7")
- Junk & trash on premises (exterior or interior)
- Derelict vehicle on premises (wrecked or inoperable, flat tires, not properly licensed, etc.)
- No identifying house numbers on dwelling or too small. House #'s must be at least 4" in height
- Openings in roof, walls or foundation
- Dilapidated detached out buildings (garage(s), shed(s))
- No fencing around swimming pools in excess of 18"
- Electrical fuse/breaker panel cover not removed for inspection
- Improperly wired breaker/fuse panel
- Non-grounded electrical system
- Knob & tube wiring present
- Bare energized electrical wiring
- Missing &/or non-functioning GFCI receptacles within 6' of any water source
- Filthy interior conditions of dwelling (hasn't been vacuumed, cleaned properly)
- Interior walls, floors or ceilings in poor condition
- Any evidence of rodent &/or insect infestation
- Non-functioning bathroom(s)
- Non-functioning kitchen
- Missing &/or inoperative smoke detectors as required
- Missing &/or inoperative carbon monoxide detector(s) as required
- Non-functioning water heater
- Non-functioning furnace (winter months)
- Presence of carbon monoxide leak
- Presence of natural gas leak
- Substantial plumbing supply/drain leak
- Missing interior doors for bedrooms or bathrooms

*Please note that this **IS NOT** all inclusive. The Housing Inspector will have discretion on conditions not specifically listed that will result in denial. However, following the guidelines on this list will greatly reduce chances of an inspection being denied.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

FEES/FINES DUE THE CITY OF ALTON

If any fines/fees are due the City of Alton (sewer bill, weed liens, trash service, etc.), you will not be able to schedule an occupancy inspection until such fines/fees are paid.

GUIDE TO QUALITY HOUSING CODE REQUIREMENTS

- Electrical facilities must be safe, GFCI's are required at any washer hookup. Fuses or circuit breakers must not have a capacity greater than the circuit they protect. Most branch lighting circuits are rated at 15 amperes. Extension cords are not designed for permanent use and must be removed. Habitable rooms must have a minimum of two (2) receptacles or additional receptacles as necessary to eliminate extension cords. Frayed, loose, bare or hanging wires are not allowed nor are spliced connections which are not in junction boxes. All receptacles and switches must be operable and equipped with cover plates. Electric service panels must be properly grounded. All exposed knob & tube wiring must be replaced with grounded Romex or M.C. cabling.
- Plumbing fixtures must be free from sanitation hazards or leaks and properly connected to supply, vent and waste water systems.
- Heating equipment of the combustion type must be properly vented and sealed to prevent flue gasses from entering the dwelling. Adequate combustion air must be provided. A carbon monoxide test will be performed, so pilot lights and furnace controls must be operable at the time of inspection.
- Water heaters must be equipped with a temperature and pressure relief valve having a metal drip tube extending to 6" off floor level. A shut-off valve is required near the water heater in the cold water supply line to the heater. If the water heater needs to be replaced, an expansion tank is required.
- Kitchens frequently have hazards. Floor, wall, cabinet, or counter surfaces may be a health hazard if they are not readily cleanable. A grease laden exhaust fan is a frequent cause of fire.
- Bathrooms are a potential health hazard if the fixture, wall, and floor surfaces are not readily cleanable. Grouting around tubs and shower stalls should be sound to prevent entry of water into walls or flooring resulting in structural damage. Electrical devices or heaters should not be used in bathrooms. An exhaust fan is necessary if there is no window for ventilation.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

IN ADDITION, THE FOLLOWING MUST BE CORRECTED BEFORE INSPECTION IS SCHEDULED:

- All previous citations and violation notices must be corrected prior to issuance of the occupancy permit.

ROOM SIZES

The minimum size for a bedroom is 70 square feet for one person, or 50 square feet each for two (2) or more persons in a bedroom. Kitchens must be at least 50 square feet, and living rooms for three (3) or more persons must be 120 square feet.

CEILING HEIGHTS

Habitable rooms must have a height of 7 feet 4 inches. Bedrooms, kitchens, bathrooms, halls, and laundry rooms must have a minimum height of 7 feet.

EMERGENCY ESCAPE

Bedrooms below the fourth story must have openable windows of 5.7 square feet clear opening. Clear width must be 20 inches and clear height 24 inches. Each dwelling unit must have one exit path which does not require a key to exit from the inside.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

CITY OF ALTON; DEPARTMENT OF BUILDING & ZONING APPLICATION FOR RESIDENTIAL OCCUPANCY PERMIT

ADDRESS: _____
 OCCUPANT FULL NAME: _____
 OCCUPANT DL# OR STATE ID#: _____
 CURRENT ADDRESS: _____
 PHONE: _____
 CELL PHONE: _____
 OWNER NAME(S): _____
 OWNER ADDRESS: _____
 OWNER PHONE: _____
 AGENT: _____
 AGENT ADDRESS: _____
 AGENT PHONE: _____
 CELL PHONE: _____

PERMIT#: _____
 DATE: _____
 INSPECTION DATE & TIME: _____
 INSPECTION FEE: _____
 TYPE OF STRUCTURE: _____
SING DUPL MULTI
 CONSTRUCTION: _____
BRICK SIDING EIFS
 (WOOD, VINYL, ALUM, OTHER)
 #FLOORS: 1 1 ½ 2 2 ½ 3
RENTAL OWNER OCCUPIED
 MAXIMUM OCCUPANCY _____

FULL NAME(S); DL#/State I.D.#; D.O.B. OF OCCUPANTS:

FULL NAME	DL# State I.D.	D.O.B
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CODE INSPECTOR: _____

****NOTE:** The owner or authorized agent listed on this application **MUST BE PRESENT** for the inspection. There will **NO EXCEPTIONS!!!**



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

EXTERIOR

- PM 307.1 – Clean; no junk or trash
- PM 302.2 – Storm water drains away from house
- PM 302.4 – Weeds/grass mowed
- PM 302.7 – Garages/fences/walls in good repair
- PM 302.8 – No nuisance or derelict vehicles
- PM 304.2 – Paint in good condition
- PM 304.3 – 4” street numbers visible
- PM 304.4 – Structure sound and in good repair
- PM 304.5 – Foundation plumb and free from openings
- PM 304.6 – Walls in good repair – no openings
- PM 304.7 – Roofing and gutters in good repair
- PM 304.10 – Stairs, porches and decks maintained
- PM 304.11 – Chimneys in good repair
- PM 304.12 – Handrails secure
- PM 304.13 – Window & door frames in good condition
- PM 304.14 – Insect screens installed
- PM 304.15 – Doors & hardware in good condition
- PM 304.16 – Basement hatchways in good condition
- PM 307.3.2 - Garbage cans provided

YES/NO

COMMENTS

	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	

INTERIOR

BEDROOM SIZES:

- #1 X Location _____ Occ. _____
- #2 X Location _____ Occ. _____
- #3 X Location _____ Occ. _____
- #4 X Location _____ Occ. _____
- #5 X Location _____ Occ. _____

EMERGENCY EXITS _____

BATHROOMS: _____

FULL: _____ HALF: _____

MAXIMUM OCCUPANCY _____

HEATING

- PM 602.1 – Furnace properly installed _____
- DWELLING ALL ELECTRIC; NO CO REQUIRED _____
- CO DET PRESENT: Y N CO TEST: PASS FAIL
- HEAT: Air Water Steam Electric
- FUEL: Gas Electric Oil
- ELECTRICAL SERVICE:
- Amps: _____ Breaker _____ Fuse _____
- PM 604.3 – Electrical system free of open splices, open boxes:

YES NO

COMMENTS

- PM 704.2 – Smoke detectors installed & operational
- PM 305.2 – Structural members sound
- PM 305.3 – Walls, floors, ceilings in good condition
- PM 305.4 – Stairs & railings sound
- PM 402.1 – Windows 8% of habitable room, openable
- PM 402.2 – Lighting for interior & exterior stairs/halls
- PM 404.3 - Ceiling height 7' in habitable rooms
- PM 505.4 – Water heater properly installed
- PM 504.1 - Plumbing fixtures free of leaks
- OTHER: _____

	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	
	_	_	



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

ATTENTION!!!

ILLINOIS CARBON MONOXIDE ALARM DETECTOR ACT

As of January 1, 2007, Detector Act (Public Act 094-0741) came into effect. This law requires homeowners and landlords to install carbon monoxide detectors in all buildings containing bedrooms and sleeping facilities. Alarms can be battery powered, plug-in with battery back-up or wired into the AC power line with a secondary battery back-up.

- Every “dwelling unit” must be equipped with at least one operable carbon monoxide alarm within 15 feet of every room used for sleeping purposes.
- The alarm may be combined with smoke detecting devices provided the unit complies with respective standards and the alarm differentiates the hazard.
- A “dwelling unit” means a room or suite of rooms used for human habitation, and includes single family residences, multiple family residences, and mixed use building.
- If a structure contains more than one “dwelling unit”, an alarm must be installed within 15 feet of every sleeping room in each “dwelling unit.”
- The owner must supply and install all required alarms. A landlord must ensure that the alarms are operable on the date of initiation of a lease. The tenant is responsible for testing and maintaining the alarm after the lease commences.
- A landlord is required to furnish one tenant per dwelling unit with written information regarding alarm testing and maintenance.
- Willful failure to install or maintain in operating condition any alarm is a Class B criminal misdemeanor.
- The Act does exempt certain residential units for the requirement. Those residential units in a building that (i) does not rely on combustion of fossil fuel for heat, ventilation or hot water;(ii) is not connected to a garage; and (iii) is not sufficiently close to any ventilated source of carbon monoxide to receive carbon monoxide from that source OR a residential unit that is not sufficiently close to any source of carbon monoxide so as to be determined by the building commissioner, shall NOT require carbon monoxide detectors.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

Smoke detectors In Illinois it's the law

Illinois law requires every residential building to be protected by smoke detectors. Owners must install and maintain them and tenants must inform the owner of any detector problems. Additional requirements apply to group homes, high rise buildings, mixed use and health care buildings. For more details regarding these instances, you may call the Fire Department at 618-463-3565. Failure to comply may subject you to legal penalties.

All detectors must be listed smoke detectors, such as Underwriters Laboratories (UL). Ionization or photoelectric types will detect smoke, (heat detectors, which respond slower, may only be used in addition to smoke detectors). For multi-family housing (3 or more living units) built prior to January 1982, and all one and two-family dwellings, the detectors may be self-contained battery-operated smoke detectors. In newer multi-family housing, the detectors, except within living units, must be permanently wired to an un-switched electrical circuit and interconnected with the fire alarm system.

It is recommended that all smoke detectors be interconnected and powered by both house current and batteries to ensure audible operation in all situations.

How many and where must they be installed?

FOR ONE AND TWO FAMILY HOMES:

The owner must install at least one smoke detector on each floor level of each unit, including the basement and any finished attic. It is suggested they be placed near the ceiling of each stairway on each floor level. Also, one smoke detector must be placed *inside* every bedroom of the dwelling unit.

FOR APARTMENTS AND MULTI-FAMILY HOMES:

The owner must install smoke detectors as indicated below:

- In the basement.
- At the head of open stairs at each floor level.
- At the door leading to enclosed stairs at each floor level.
- *Inside* every bedroom of dwelling units.

***NOTE: Do not install any smoke detector in the kitchen area.**

How should they be installed?

They should be installed per the manufacturer's instructions. Typical requirements for detectors include:

- Mounting on the bottom of exposed basement ceiling joists.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

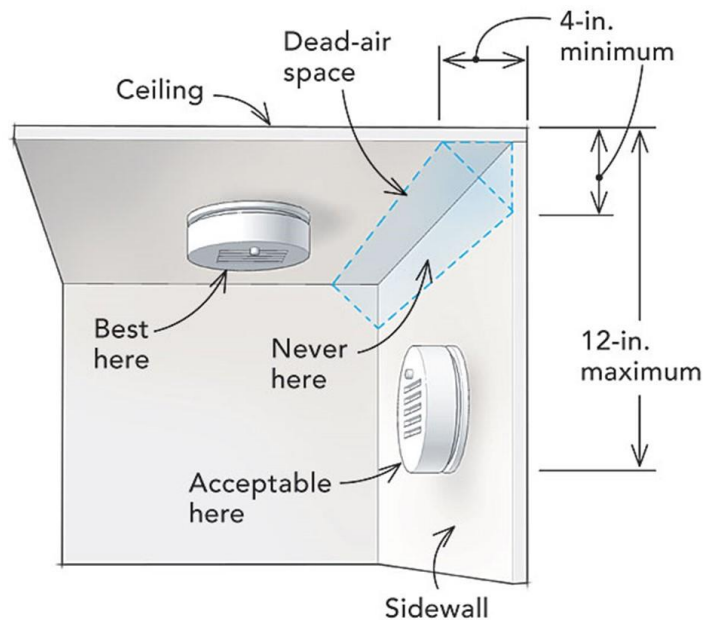
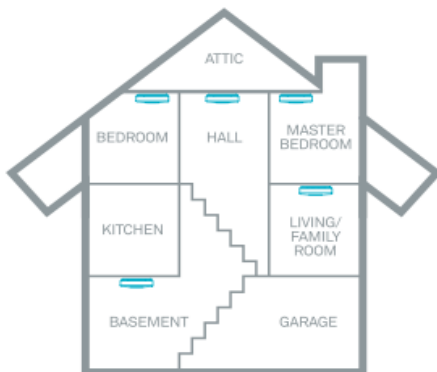
E-mail: permits@cityofaltonil.com

Fax: (618) 463-0972

Website: www.cityofaltonil.com

- If mounted on the ceiling, then at least 4 inches from the wall.
- If mounted on a wall, then between 4 to 12 inches from the ceiling. (There is usually a dead air space where the ceiling and wall meet.)
- Mounting within 3 feet of the highest part of any peaked or sloped ceiling.
- At least 3 feet away from any window, door or air conditioner where drafts could prevent smoke from reaching the detector.
- Away from kitchens where cooking could cause false alarms and subsequent disconnection. It is recommended that smoke detectors, with a temporary reduced-sensitivity switch be installed near kitchens.
- Do not install detectors in areas of temperature extremes, excess humidity or heavy dust, such as in bathrooms, unheated garages or closed attics.

See illustrations below:



What maintenance is required?

In actual fires, over 1/3 of the detectors in the same room as the fire did not operate. Proper maintenance will help your detector protect you. Be sure to:

- Change batteries at least once a year or more often if the low battery warning activates. Follow manufacturer's specifications for brand and battery type. Not all 9 volt batteries will fit in all smoke detectors. Look for battery brand and type inside or on the bottom of the detector.
- Change any bulbs when the trouble indicator activates.
- Test the unit weekly by using the test button, or as required by the manufacturer. If it doesn't work, put in a new battery. If it still doesn't work, then replace the detector with another until it can be repaired. Testing with actual smoke, as from an extinguished candle, is the best method.
- Open the cover and vacuum the unit yearly.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

E-mail: permits@cityofaltonil.com

Fax: (618) 463-0972

Website: www.cityofaltonil.com

- If you've lost the detector instruction, there will be some basic information, including the manufacturer's address, on the detector itself.

Is there anything else?

Landlords should inform tenants in writing of the smoke detector maintenance requirements. Tenants are responsible for maintaining the smoke detectors in their dwelling units. Landlords are responsible for maintaining smoke detectors in all public areas. Tenants are responsible for informing their landlords in writing of any smoke detector problems, such as a dead battery, in their apartment. The landlord has five days from receipt of the notice to correct the problem. If a landlord has a problem with a tenant or vice versa regarding these requirements, call Building & Zoning at 463-3532 to register a complaint.

Buildings with commercial and residential uses should consult the Commercial Inspection section for advice on required detectors.

It is recommended that you replace batteries on a set date each year, such as your birthday, lease renewal date or National Fire Prevention Week each October, and then mark the battery with its installation date. It is recommended that tamper-resistant detectors, or preferably, house current powered detectors be installed if there is a problem with battery removal or disconnection.

It's still up to you to have an adequate escape plan. You should have at least two ways to escape from a fire and an outside meeting location for everyone in the household, then contact the fire department. Also, smoke detectors are not a replacement for fire prevention. Look at your property for sources of fires and eliminate or reduce them.

So check it tonight! Your home's smoke detector and those in any rental properties need to work in order to protect life and property. And besides ...**It's the law.**

ALLIED WASTE; TRASH SERVICE

4601 Cahokia Creek Road

Edwardsville, IL 62025

Ph: 618-656-6883 Toll Free: 800-634-8395 Fax: 618-656-6882

Allied Waste recognizes six holidays. They are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. Should your pickup day fall on or after the holiday your trash, recycle, and yard waste will be collected one day later. For example; your service is on Tuesday and Tuesday is the holiday, your trash and recycling pick up would then be on Wednesday. The Wednesday pick-ups would then be on Thursday and so on. If the holiday falls on a Saturday or Sunday there will be no change in the collection schedule.

Please call their office at 656-6883 to schedule appliance pickups. There is a charge per appliance.

Allied Waste provides large item pickups. Large items include furniture, mattress sets and large carpets (cut into 2 ft. by 4 ft. rolled bundles). Glass portions of doors, windows, etc. should be broken and placed into a small



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

box marked glass. There is a removal charge. The charge covers one large pieces of furniture (couch, mattress, etc.) or 2 small items. ALL items must be placed at the curb by 6:00 am for collection. Before setting out small amounts of construction debris please call Allied Waste Customer Service at 656-6883. Do not set out loose trash or trash in cardboard boxes. Please bag and contain all trash in the trash receptacle provided.

Beginning April 1st of each year Allied Waste provides yard waste collections on your regularly scheduled pick up day for trash. This service provides collection of paper yard waste bags (no plastic bags) or 32 gallon size trash cans (without a liner) of yard waste. If trash cans are used for yard waste, they must be marked with a 2' x 2' red "X" facing the roadway or they will not be collected. Bags or cans of yard waste cannot exceed 50 pounds. Sticks and twigs up to four inches in diameter will be collected as long as they are in 2' x 4' bundles tied with twine. Yard waste collection will not be performed in the months of December, January, February and March.

TRASH TIPS

- Have the cart at the curb by 6:00 a.m. of your collection day.
- Place the cart at least (3) three feet from any object; like a tree, pole, fire hydrant, mailbox, electrical box, cable box. etc. and at least (5) five feet away from cars so the automated arm can reach your cart.
- Don't lean anything against the cart.
- Don't place your cart under a tree.
- Place carts (1) foot from the curb or edge of the street.
- Remember to place the arrows on the lid of the cart toward the street and the handle toward your house, with the lid closed.
- Do not set out any liquid waste. Paint cans must be totally dry. (Kitty litter can be used to dry out cans.)
- Do not set out loose trash.
- Do not mix trash and yard waste.
- Place recyclable material in the recycle cart for collection.
- Do not set recyclables out in plastic grocery bags, or newspaper in plastic bags.

CALL ALLIED WASTE (618-656-6883) FOR ANY REPLACEMENT CARTS AND-OR CART REPAIR SERVICES.

CURBSIDE RECYCLING PROGRAM (Every Other Week)

Please adhere to the following guidelines:

ACCEPTABLE PAPER PRODUCTS:

Corrugated Cardboard:

- Please break boxes down and tie with twine (no larger than 2' X 3').
- Paper products that come in contact with food (pizza boxes, paper plates, etc.), are not acceptable.



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

- Mixed office paper
- Junk Mail
- Newspaper
- Chipboard (cereal boxes, etc.)
- Magazines and catalogs
- Telephone directories
- Magazines and catalogs

ACCEPTABLE CONTAINERS:

1. Aluminum and tin cans, loose jar lids, metal bottle caps and aluminum foil
2. Glass bottles (green, amber, clear; do not include tops, caps)
3. Plastic milk and soda bottles (remove caps)
4. Colored HDPE (detergent bottles, bleach bottles, etc.), do not include tops
5. Plastics #1, #2, #3, #4, #5, #7
6. Tin and steel aerosol cans (empty)

***Please rinse all bottles and cans**



HOUSING CODE BASIC REQUIREMENTS

CITY OF ALTON, ILLINOIS

Department of Building and Zoning

101 E Third • Suite 202 • Alton, Illinois 62002

Telephone: (618) 463-3533

Fax: (618) 463-0972

E-mail: permits@cityofaltonil.com

Website: www.cityofaltonil.com

PHONE DIRECTORY FOR SERVICES

Illinois American Water.
1-800-422-2782

Ameren Illinois. (gas & electric)
1-800-755-5000

City Of Alton Comptroller
(sewer & trash billing)
463-3550

Allied Waste (trash collection)
656-6883

Illinois Secretary Of State
(Driver's License Facility)
258-0600

Lewis & Clark Community College
466-7000

Growth Association of Alton
Southwestern Illinois
467-2280

Area Landmarks Association
463-5761

Alton Museum of History & Art
462-2763

Electricity Aggregation Sign Up
1-866-694-1262

State Senator William Haine
465-2464

State Representative Dan Beiser
465-5900

United States Congressman Mike Bost
12th Congressional District
233-6026 (Belleville Office)

ALTON IL SCHOOL DISTRICT #11
474-2600

City of Alton Departments:

Aldermen:

Animal Control	463-3553
Building & Zoning	463-3532
City Clerk	463-3522
Civil Service	463-3551
Comptroller	463-3550
Development & Housing	463-3801
Fire Department	463-3565
Mayor Office	463-3500 ext. 3
Park Department	463-3580
Personnel	463-3599
Police Department	463-3505
Public Works	463-3530

Ward 1 – Jim Ryan	463-0209
Ward 2 – Carolyn MacAfee	463-0859
Ward 3 – Michael Velloff	208-7010
Ward 4 – Tammy Smith	433-8124
Ward 5 – Charlie Brake	462-7253
Ward 6 – Gary Fleming	465-1412
Ward 7 – Dave Boulds	465-8002