



* NOTICE OF FEES *

CITY OF BLOOMINGTON Department of Housing & Neighborhood Development

Each rental unit and its premises within the City shall be inspected and reinspected by the Housing and Neighborhood Development Department (HAND) prior to the expiration of its occupancy permit to establish compliance with the Housing Code. Occupancy permits shall be issued for three, four, or five year periods as follows:

Three-year permit. A residential rental unit shall receive a three-year occupancy permit if the criteria listed below apply:

- (A) If the owner fails to schedule a Cycle Inspection prior to the expiration of the residential rental unit's current occupancy permit; or
- (B) If a residential rental unit has had a Cycle Inspection by the HAND Department and said Department has issued a Cycle Inspection Report noting violations of this Title, and the owner fails to have the residential rental unit reinspected and found in compliance with this Title within sixty days after the report citing the violations was mailed to the owner; or
- (C) If the owner fails to satisfy all outstanding fee assessments issued under this Title within thirty days from the date of billing.

Four-year permit. A residential rental unit shall receive a four-year occupancy permit if the criteria listed below apply:

- (A) The residential rental unit previously had a three-year occupancy permit and the Cycle Inspection uncovered no violations of this Title, or all violations of this Title cited on a Cycle Inspection Report were satisfactorily corrected within sixty days after the report was mailed to the owner, and the owner satisfies all outstanding fee assessments within thirty days from the date of billing; or
- (B) The residential rental unit is newly registered and the cycle Inspection uncovers no violations of this Title, or all violations of this Title cited on a Cycle Inspection Report were satisfactorily corrected within sixty days after the report was mailed to the owner, and the owner satisfies all outstanding fee assessments within thirty days from the date of billing.

Five-year permit. A residential rental unit shall receive a five-year occupancy permit if the criteria listed below apply:

- (A) The residential rental unit is new construction and the Cycle Inspection uncovers no violations of Chapters 16.07, 16.08 and 17.16 of the Bloomington Municipal Code; and the owner satisfies all outstanding fee assessments within thirty days from the date of billing; and the HAND Department has issued an occupancy permit prior to the residential rental unit being occupied; and the owner satisfies all outstanding fee assessments within thirty days from the date of billing; or
- (B) The residential rental unit's prior occupancy permit had been a four-year permit, and the Cycle Inspection uncovered no violations of this Title, or all violations of this Title cited on a Cycle Inspection Report were satisfactorily corrected within sixty days after the report was mailed to the owner; and the owner satisfies all outstanding fee assessments within thirty days from the date of billing.

Fines shall be assessed in addition to the inspection fee for any rental properties operating without a valid Rental Occupancy Permit. First Reinspections, and reinspections necessary to obtain information for appeals to the Board of Housing Quality Appeals shall not be charged an inspection fee. The fee for each subsequent reinspection that requires entry to the rental unit after the first reinspection shall be seventy dollars (\$70.00) per rental unit.

The failure of a property owner, agent, or appointed representative to meet the inspector at a confirmed scheduled appointment resulting in the inspector being unable to complete the inspection, shall be charged a No-Show fee of Fifty dollars (\$50.00) per unit. Inspectors shall remain at the property until fifteen (15) minutes past the appointed time. All fees shall be paid by the owner or his agent prior to the issuance of an Occupancy Permit. All fees are to be paid within thirty (30) days of assessment/billing statement, or any long term Occupancy Permit will revert to a three-year permit, and this matter will be referred to the City of Bloomington Legal Department. You may then be subject to court costs in addition to the unpaid fees.

All cycle inspections and complete off-cycle inspections will be charged an inspection fee according to the Fee Schedule as follows:

In recognition of the importance of ensuring affordable housing, the Board of Public Works shall ensure that the City continues to subsidize the inspection of certain types of low-income housing units by providing the following discounts to any inspection fees said Board establishes:

Public housing units owned and operated by the Bloomington Housing Authority shall be provided free inspections and shall not be assessed a fee;

Section 8 dwelling units, Low Income Tax Credit dwelling units, HAND Department subsidized dwelling units and dwelling units that have a monthly rent in accordance with the United States Department of Housing and Urban Development's Low Rent Rates shall receive a 30% discount on any fee. A copy of the lease showing the unit's rental rate shall be provided in order to receive the discounted fee. A copy of the HUD Low Rent Rates is available on HAND's website; said rates are updated annually.

There shall be a 25% fee reduction for any residential rental unit that has no violations on the initial Cycle Inspection.

Effective January 1, 2015, the fees for inspections shall be as follows:

Single-family detached homes	\$95.00
Rooming houses – each building	\$70.00
+ each bathroom	\$25.00
Condominiums	\$95.00
Multi-family dwellings – each building	\$70.00
+ each unit	\$25.00
Lodging establishments	Complaint Only
2 nd & subsequent reinspection fee	\$70.00

Check or money order shall be made payable to: **“City of Bloomington”**,
Housing & Neighborhood Development Department,
P.O. Box 100, Bloomington, Indiana 47402.