



City Services Newsletter 2015

Whiting City Hall | 1443 119th Street, Whiting, IN 46394

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WWW.WHITINGINDIANA.COM

Building Department and Permits

The City of Whiting has adopted the International Building Code for Commercial structures and the International Residential Code for 1 & 2 family dwellings. Both codes are in use statewide and referred to as the Indiana Code. The Building Department oversees all remodeling or construction work performed by contractors and/or homeowners. Contractors and homeowners alike are required to obtain a building permit before performing work on buildings or structures within the city. Permitted examples include but are not limited to: new construction, roof repair, renovations, additions, interior remodeling, window replacement, siding, deck construction, fences, garages, and pools. Step one in the permit process is to complete a homeowner or contractor building permit application. Either application can be found online at www.whitingindiana.com; choose the appropriate application based on who is doing the work. Contractor permit applications require a signed copy of the contract. Both applications ask for information such as the property owner address, description of work, and cost of work. Submit the completed application to the Building Commissioner. In the case of simple permit requests, the Building Commissioner will approve the application and the permit fee can be paid at the Clerk-Treasurer's office. Work can begin after the permit is issued. Commercial structures, properties within the Historic District, and work that may require approval by the Zoning Administrator are more involved. Upon submittal of your application, you will be advised of what additional procedures or steps are needed to process your application.

Code Enforcement

The Code Enforcement Division of the Building Department enforces City Ordinances that deal with housing, rental registration, nuisances, weeds, trash, litter, and general maintenance. Generally speaking code enforcement verifies that residents and businesses are in compliance with these ordinances. These codes provide the minimum requirements to ensure public health, safety and welfare for the maintenance of existing properties. Enforcement of these ordinance codes will maintain property values and healthy neighborhoods within the city. For property maintenance, Whiting utilizes its own Property Maintenance Code located in Chapter 4, Article V of the Whiting Code of Ordinances. Code Enforcement Officer Harry Peterson works out of City Hall, reports to the Building Commissioner, and is responsible for investigating complaints, performing inspections and issuing citations. You may see Harry patrolling the city and making frequent stops to take pictures or inspect properties. Should you have any concerns as to his identity, he drives a clearly marked city truck and carries proper credentials. Please do not hesitate to stop Harry on the street or contact him at City Hall with any questions.

Front and Rear Property Addresses

All properties both commercial and residential are required by ordinance to have a posted address on the front and rear of the property.

Property Maintenance – Grass and Weeds

It is the property owner's responsibility for maintaining the growth of grass and weeds on their property not to exceed more than 6 inches in height which includes the front, side, rear yard and alley line. The alley line is defined as the area between the fence and alley. Any growth in excess of 6 inches in height may be cited.

Working within the Historic Preservation District

The City of Whiting by ordinance of the Common Council has established a Historic Preservation District. The purpose of the District is to safeguard the heritage of the City. A property owner within the Historic District applying for a building permit for exterior improvements must also apply for a Certificate of Appropriateness (COA). The City of Whiting Historic Preservation Commission must approve and issue the COA before the issuance of a building permit by Building Department.

Nuisance: Property ordinance Enforced by WPD

New property owners, especially landlords, should be aware of the nuisance property ordinance. The nuisance property ordinance states that any residential or commercial property which has 3 or more documented complaints to the Whiting Police Department within a 90 day time period may be classified as a nuisance property. Owners of such properties may be required to appear in court and if found guilty be fined up to \$2500 for the first offense. Enforcement of this ordinance has been aggressive and owners should make every effort to maintain a watchful eye on their properties and tenants.

Out of State License Plates

IC 9-18-2-1(d). A person must register all vehicles owned by the person not later than sixty (60) days after becoming an Indiana resident.

Animal Control

The Whiting Animal Control Shelter is a no kill shelter. The shelter is open to the public on Saturday's from noon to 2pm, and all other hours by appointment only. Monetary donations to help house, vet, and feed animals can be made to the Whiting Animal Control Shelter by cash or check at Centier Bank in Whiting. Whiting Animal Control accepts pet food, cat litter, and animal hygiene product donations by appointment only. To report your cat or dog missing or to locate a missing pet, call Animal Control at (219)659-0860. If no one is available please leave a message and consider checking the Whiting Animal Control Facebook Page. Dogs & Cats that are not reunited with their owners after three days become property of the city. The Whiting Animal control will then place the animal up for adoption. If you are interested in adopting a cat or dog from Animal Control, please call (219) 659-0860 to set up an appointment.

Pet Tags

Whiting residents are required by City of Whiting Ordinance to obtain a pet tag before March 31st of each year. The cost of these tags is \$5.00 per animal. Proof of Rabies Vaccination from an accredited animal clinic must be provided for each animal at the time of application for animal tags. After the March 31st deadline, a penalty of \$10 will be assessed for each tag. Anyone purchasing a tag after March 31st will be charged \$15.00 for each tag. Tags can be obtained in the Clerk Treasurer's Office Monday through Friday during the hours of 8:30 a.m. to 4:30 p.m.

Whiting Lakefront Park & Whihala Beach Parking Fees

46394 zip code residents can obtain a parking permit from City Hall with a valid Indiana vehicle registration. There is a \$5.00 administrative fee per permit and the permit is valid until December 31, 2016. The paid parking permit allows for free parking at Whiting Lakefront Park and Whihala Beach with the exception of designated special events. Non-Residents of the 46394 zip code can park and pay for parking at the new parking meters located throughout the park. The parking fee for vehicles is \$3.00 (per hour) or \$12 (per day). A vehicle and boat trailer parking fee is \$20.00 (per day). Parking meters will accept cash, credit, or debit cards.

Summer Sprinkling Credit

Residential customers receive a reduced sewer charge during the summer months of June, July and August. This charge is based on the average of your water usage during the winter months of December, January and February. You will see the wastewater sprinkling credit on the bills you receive in July, August and September. The city recommends that residents with pools fill their pools after May 31st in order to take advantage of the sewer credit. For further information contact the Water Department office at 659-6200.

Rapid Notify

The water department has started using the "Rapid Notify" program to quickly notify customers of a possible water leak that has been noticed on their meters. If your meter is showing a continuous usage over a period of time you will receive an automated call from the Water Department. Please check for a leak or possible running toilet. You may also call the Water Department for more information regarding your leak.

