



ORDINANCE

AMENDING THE EMERGENCY INFORMATION UNDER HOUSING STANDARDS

CITY OF NASHUA

In the Year Two Thousand and Eight

The City of Nashua ordains that Chapter 182 “Housing Standards”, Article V “Structural Standards”, Section 182-31 “Emergency information” of the Nashua Revised Ordinances, as amended, be further amended by deleting the struck-through language and adding the new language in underline as follows:

§ 182-31. Emergency and Code Enforcement Department information.

- A. Posting of owner’s emergency information and Code Enforcement Department information.
- (1) All dwellings which are let or in which one or more units are let to another for occupancy shall have posted in a regularly accessible common area written notification containing the following:
- (a)(1) All dwellings to which this code applies shall have posted in a readily accessible common area the name, address, and the telephone number of the owner or his/her agent. If the owner or his/her agent does not reside in New Hampshire and within twenty-five (25) miles of the subject structure, the owner must post in addition to his/her or his/her agent's name, the name, address, and telephone number of a person to contact in case of an emergency who resides in New Hampshire and within twenty-five (25) miles of the structure.;
- (b) A statement that disputes regarding building code and/or housing standards should first be addressed by the property owner(s) and tenant(s) before contacting the Code Enforcement Department;
- (c) A statement that the party or parties responsible for compliance with building codes or housing standards should correct a violation within fourteen (14) days of receipt of a written notice of said violation, or in an emergency, as promptly as conditions require. An “emergency” exists when a violation of a building code and/or

housing standard creates conditions which pose an immediate and serious threat to the health or safety of persons occupying a dwelling unit. A “non-emergency” situation exists when a violation of a building code and/or housing standard materially affects the habitability of a dwelling place, but does not pose an immediate risk to the health or safety of the tenant(s).

(d) The address, telephone number(s) and website address of the Code Enforcement Department.

(2) Exception. In lieu of posting the written notification—emergency information, the an owner shall—may maintain copies of said notification signed by each tenant. An owner shall file a copy of the written notification containing the required owner’s emergency information—such information with each occupant and with the Code Enforcement Department of the City. An owner shall, upon request, provide copies of the signed written notification to Code Enforcement Department employees for review.

B. The Code Enforcement Department shall prepare a written notification form which shall be provided to owners upon request.

BC. Transfer of ownership. Upon transfer of ownership, the new owner shall comply with the posting or filing of emergency and Code Enforcement Department recording of emergency information within twenty-four (24) hours of transfer.

CD. Unattended emergency numbers. Whenever emergency numbers are left unattended for a period of twenty-four (24) hours or longer, another name and emergency telephone number shall be provided in accordance with this section.

E. Violations. The head of the Code Enforcement Department or designee may issue warnings or citations for violations of this section as provided for in section 182-24. Subsequent violations of this section shall be punishable as provided for in section 182-26.

This ordinance shall become effective September 1, 2008.



City of Nashua

City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019

Owner/Agent Name: _____

Owner/Agent Address: _____

Owner/Agent Phone #: _____

The City of Nashua maintains minimum standards governing the condition and maintenance of dwellings. The Code Enforcement Department of the City of Nashua oversees the enforcement of such standards.

Emergencies

An "emergency" exists when a violation of a building code and/or housing standard creates conditions which pose an immediate and serious threat to the health or safety of persons occupying a dwelling unit. Emergencies such as lack of sanitary facilities, heat, hot water or electricity should be reported to the landlord immediately. If the tenant is not able to reach the landlord, or the tenant has spoken with the landlord and there has been no response within a few hours, call Code Enforcement during normal business hours at 589-3100 or call 911.

Non-Emergencies

A "non-emergency" situation exists when a violation of a building code and/or housing standard materially affects the habitability of a dwelling place, but does not pose an immediate risk to the health or safety of the tenant(s). If the tenant has housing code issues that are not an emergency, the tenant must send the landlord a dated letter listing the problems with his/her dwelling unit and requesting that the issues be resolved within two weeks. The tenant must also send a copy of the letter to Code Enforcement. If the issues are then resolved, the tenant does not need to take any further action. If the issues are not resolved within two weeks, the tenant should contact Code Enforcement at 589-3100, refer to the letter and ask for follow up.

Code Enforcement will determine, on a case-by-case basis, the amount of time a landlord has to address any unresolved issues.

More information

More information about the City laws and code enforcement are available at the City's web site www.nashuanh.gov.