

BOROUGH OF PALMYRA

AN ORDINANCE CREATING A DEPARTMENT OF HOUSING,  
THE POSITION OF HOUSING OFFICIAL AND INSPECTORS

Ordinance No. 2013-16

NOW BE IT ORDAINED by the governing body of the Borough of Palmyra, in the County of Burlington and State of New Jersey as follows:

A new chapter entitled "Housing" shall be added to the Code of the Borough of Palmyra ("Code") and shall read as follows:

Section 1: There is hereby created a Department of Housing (the "Department").

ORGANIZATION

Section 2: The Housing Official shall be the chief administrator of the Housing Department. The Housing Official shall be appointed annually by the Mayor of Palmyra with the advice and consent of the Borough Council. The term of the Housing Officer shall be a one-year appointment from January 1<sup>st</sup> through December 31<sup>st</sup>.

Section 3: The Housing Official shall have the following minimum qualifications:

1. **Possession of a valid Hotels and Multiple Dwelling Official's License issued by New Jersey Department of Community Affairs.**
2. **At least 3 year's experience in administering the housing code as a housing code Official.**
3. **Licensure as a building or fire inspector by the New Jersey Department Affairs.**
4. **A valid New Jersey Drives License.**

Section 4: The Housing Department under the direction of the Housing Official shall be responsible for the following:

**Carrying out field inspections of all rental properties in the Borough except for Hotels and multiple dwellings as defined in N.J.S.A. 55:13A-3(j) and (k).**

Section 5: The Housing Official shall develop, promulgate and implement with the approval of the Administrator policies to ensure that the provisions of the Code are enforced to ensure that the housing stock of Palmyra is maintained in accordance with the law.

Section 6: The Housing Department shall consist of the Housing Official, the Code Enforcement Officer, and such inspectors as are necessary to enforce the various

subchapter of this Chapter \_\_\_\_\_.

Section 7: The inspectors under this Chapter shall possess the following minimum qualifications:

1. **Possession of a valid Hotels and Multiple Dwelling Inspector's License issued by New Jersey Department of Community Affairs.**
2. **At least 3 years experience in performing housing code inspections.**
3. **Licensure as a building or fire inspector by the New Jersey Department Affairs.**
4. **A valid New Jersey Drives License.**

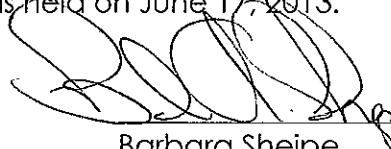
Section 8: The Housing Official, the Code Enforcement Officer and any inspectors shall receive as salary such sums as may be fixed and adopted by the Borough Council of Palmyra in the annual Salary Ordinance of Palmyra.

All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

This Ordinance shall take effect after final adoption and publication according to law.

**CERTIFICATION OF CLERK**

I, Barbara Sheipe, Clerk of the Borough of Palmyra, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of an ordinance introduced by the Borough Council held on May 20, 2013. A public hearing and adoption of the foregoing Ordinance was held on June 17, 2013.



Barbara Sheipe  
Borough Clerk