



Our Mission Statement:

As Director of the Lathrup Village Building Department, Ordinance Department, Department of Public Services, and Facilities Director, assure to deliver our services in a reasonable and coherent approach with the utmost level of professionalism. The building department is committed to maintaining the Lathrup Village adopted plans, codes, ordinances, and standards that preserve the quality of life and safety of Lathrup Village residents.

The Building & Ordinance Department is in the main level of LV City Hall.

The staff of the Building & Ordinance Departments work courteously to make sure that the goals of the village are maintained for an appealing and safe walkable residential neighborhood and a sustainable commercial area.



Ordinance
Q & A

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Welcome to Lathrup Village

Building and Ordinance Department

As a new resident, we are providing you with information below that we hope you find beneficial, and we always welcome your call any time you have questions regarding ordinance requirements and/or property maintenance.

Ordinance Q & A

Do I need a permit to have a Garage Sale?

- Yes. However, we do have some general guidelines: No balloons, banners or extra fanfare
- Traffic and parking must be maintained in an orderly fashion
- Signs are to be placed on the premises only - not posted on traffic signs, utility poles or to block the vision of intersections.
- Please remove any signs that are put out each day at the end of the sale.
- Limit the number of sales to 2-3 per year

Can I store my boat, RV, motor-home, and/or trailer on my property?

- No, this is prohibited per our Open Storage Ordinance, Sec. 4.1.2. However, we do try to offer some leniency to our residents if you call to notify us in advance that you will be bringing a boat, RV, or trailer, etc. home for a few days to make repairs and/or prepare for a vacation, etc. In these instances, we will allow the afore-mentioned item(s) to remain on site for a few days only, providing we do not receive any complaints from other residents. The storage of these items inside a garage is permitted.

Are bonfires and/or firepits permitted within the Village?

- Bonfires, as well as the burning of trash, leaves, or construction materials, etc., are prohibited. However, the Village does allow the burning of wood in a "small container manufactured for the purpose of containing small recreational fires." Please refer to our Fire Code, Chapter 38, Article I, Sec. 38-1 for the conditions that apply to this Ordinance.

My neighbor's tree fell onto my property. Whose responsibility is it to clean it up and/or remove the tree?

- Lathrup Village does not become involved in these types of situations. If this is not something you can come to an agreement on with your neighbor, then this will become a civil matter between you, and your neighbor; will need to seek court action for a resolution.

Ordinance Division (248) 557-2600 Ext. 247

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Ordinance

Q & A

Does Lathrup Village allow fences?

We would encourage you to check with your homeowners association first to find out what their restrictions may be. The Village does allow fences up to four (4) ft. in height, restricted to side and rear yards only. This type of fencing will only require a permit from the Building Department. However, anything over four (4) ft. in height or within a front yard will require

Can I put a shed in my yard?

Sheds are considered an accessory structure; If the building department approves your request, then a permit must be obtained through our Building Department. Before installing any structure (such as a trellis, statue, sculpture, retaining/landscape walls, etc.), contact the Ordinance Department to find out what approvals may be necessary.

I want to cut some trees on my property. Is this allowed?

Lathrup Village has an extensive Tree Preservation ordinance that regulates tree removal. Trees contribute to the character of the community and are an important asset to our ecosystem. Many different factors contribute to the allowance of tree removal. Violations of this ordinance can be costly, so it is imperative that you contact the Village prior to any cutting. Refer to the Muni-code Ordinance Sec. 62-93 for the complete ordinance.

My neighbor's pool has green water in it. Can you get them to open it?

Pools and pool covers must be maintained in a clean and sanitary condition and kept in good repair. We understand the spread of mosquito viruses may be the result of stagnant water, which is a serious concern for residents who adjoin a property with a possibly stagnant pool. If you have questions regarding the upkeep of your pool, or a neighboring pool contact the Ordinance Department and we will be happy to assist you.



Everyday our Code Enforcement Officers investigate complaints generated by residents and patrol the community recording violations. This process entails documentation and digital photography. Residents may submit complaints to the Ordinance Department at any time. This can be done in person at Village City Hall, on our website using the "SeeClickFix," or email, or over the phone. Please understand that the process to remedy any given situation generally takes several weeks or longer.

- **Grass**
Grass must be cut and no bigger
Then 8" tall. Sec. 302.4
- **Clean yard**
Property will be well-kept. Clean
And free from trash and debris.
- **Trees**
Must trim all dead branches, and
Must cut down any dead tree.
- **Right of Way (R.O.W.)**
The right of way must remain free of
objects, signs, and cars.
- **Parking**
All vehicles must be parked on an approved
Surface. No vehicles are allowed to be parked
On grass. Vehicles for sale signs are also not
Permitted.
- **Vehicles**
Vehicles must be in working condition, fully assembled
And have current license and registration information.
Junk and inoperable vehicles are not allowed. Sec. 302.8
- **Fences**
All fences must be well-maintained and in vertical position.
Incomplete fencing is not allowed. Cultivated
- **Painting and Siding**
Paint must be well-maintained without chipping, peeling,
flaking and siding must be intact and in good repair. Sec. 304.
- **Trash**
Trash cans may not be set out at the
street earlier than 6 PM the day before
collection and must be removed from
the street side within 12 hours of
service.
- **Outside Storage**
Lawn furniture, firewood and
landscaping material must be stored in
a neat and orderly manner. All other
items, including lawn maintenance
tools and trash, must be out of public
view.
- **Gutters and Drainage**
All gutters must be in good working
condition. Storm water must be discharged
5 feet away from the foundation.
- **Landscaping**
Landscaping must be well-maintained.
Cultivated beds must be regularly kept by
planting and tending, along with the removal
of excessive weed growth.

Property Maintenance



New Resident Information

- New residents to Lathrup Village often have questions regarding Lathrup Village ordinances. The Ordinance Department has created a flyer containing most-requested information in order to help new residents familiarize themselves with LV ordinances.

COMPLAINTS

- We appreciate your concern for the community and promise to do our best to respond appropriately to these concerns.

Complaint Process

- Violations of Lathrup Village Ordinances are enforced through the Civil Infraction Process. This usually requires that an individual be afforded a reasonable opportunity to address the violation before a Civil Infraction Ticket is issued.

Complaint Review

- When a complaint is received by Code Enforcement, an Officer will determine if it is a violation of Lathrup Village Ordinance.

Investigation

- If the issue is a violation of a Lathrup Village Ordinance, a Code Enforcement Officer will visit the property to verify the problem.

Property Owner Notification

- If a violation is found, the property owner will receive a notice of violation letter detailing the necessary corrective actions, and a deadline to make corrections.

Re-Inspection

- The officer re-inspects the property at the end of the given time frame. If violations still exist, further enforcement will be taken. This action can be a phone call, property visit, or additional notices of violation.

Legal Action

- When compliance cannot be reached, a citation is issued, and a court date is scheduled with the 46th District Court.