

(c) If upon reinspection the violations are determined not to have been corrected, the town manager shall initiate legal proceedings for the immediate correction of the alleged violations or shall institute legal proceedings to cause the dwelling or dwelling unit to be vacated without delay. (Code 1961, § 3.15.04; Ord. No. 79-5, 6-7-79)

Sec. 3-53. Housing code appeals, building code appeals—Board.

(a) There is hereby created a housing code board of appeals which shall consist of five (5) persons, qualified by education and experience in the building and/or health profession who shall have the duty, responsibility and authority to decide the matters referred to them. Said persons shall also serve concurrently as members of the building board of appeals and shall meet the qualifications for building board of appeals membership set forth in the building code of the state of Connecticut. Housing code board of appeals members shall be appointed for a period of five (5) years by the town council; except that during the initial period of concurrent membership on both boards, the housing code board of appeals terms shall be amended as follows: One term shall expire on October, 1981; one term shall expire on October, 1982; one term shall expire on October, 1983; one term shall expire on October, 1984; one term shall expire on October, 1985. Appointment thereafter shall be for a period of five (5) years.

(b) The housing code board of appeals shall adopt reasonable rules and regulations for the conduct of its meetings and investigations and shall render all decisions and findings in writing to the town clerk and all decisions and findings shall be made a part of the public record.

(c) The building code board of appeals shall follow the rules and regulations for the conduct of its meetings and investigations as set forth in the building code of the state of Connecticut. (Code 1961, § 3.15.05(a), (b); Ord. No. 79-5, 6-7-79; Ord. No. 81-4, § 1, 3-23-81; Ord. No. 84-2, § 1, 3-19-84)

Sec. 3-54. Same—Hearing; procedure.

(a) Any person affected by any notice which has been issued in connection with the enforcement of any provision

of this article may request and shall be granted a hearing on the matter before the housing code board of appeals, provided that such person shall file in the office of the chairman of the board a written petition requesting such hearing and setting forth a brief statement of the grounds for such within fifteen (15) days after the day the notice was served. Upon receipt of such petition the chairman of the board shall set a date, time and place for such hearing and shall give the petitioner, the owner of the land as shown on the records of the assessor, the owner of the building, if separately identified on said records, and any person who has made a written request for written notification, notice in writing, certified mail, return receipt requested, postmarked not less than five (5) days before the date set for the hearing. The address as shown on the assessor's records or in the file of the board may be used in compliance with this provision. In addition, the chairman shall cause notice to be published in a newspaper having a general circulation in the Town of Windsor at least once not less than five (5) days before the date of the hearing. The notices shall indicate the date, place, time and subject matter of any hearing before said board.

(b) At such hearing the petitioner shall be given an opportunity to be heard and to show why such notice should be modified, extended or withdrawn or a variance granted.

(c) The hearing shall be commenced not later than thirty (30) days after the day on which the petition was filed; provided that upon application of the petitioner the board may postpone the date of the hearing for a reasonable time beyond such thirty-day period, if in its judgment the petitioner has submitted a good and sufficient reason for such postponement, but in no event shall said hearing be postponed longer than thirty (30) additional days.

(d) Such hearing shall be had before the housing code board of appeals. Said board, by a majority vote, shall sustain, modify or withdraw the notice; it may also grant an extension or variance in accordance with the following conditions:

(1) The time for performance of any act required by the notice may be extended for not more than twelve (12) months

subject to appropriate conditions and where the board makes specific findings of fact based on evidence relating to the particular case:

- a. That there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of any provision of this article; and
 - b. That such extension is in harmony with the general purpose and intent of this article in securing the public health, safety and general welfare.
- (2) A variance may be granted in a specific case and from a specific provision of this article subject to appropriate conditions and where the board makes specific findings of fact based on evidence relating to the particular case:
- a. That there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of the provisions;
 - b. That the effect of the application of the provision would be arbitrary in the specific case;
 - c. That an extension would not constitute an appropriate remedy for these practical difficulties or unnecessary hardships and this arbitrary effect; and
 - d. That such variance is in harmony with the general purpose and interest of this article in securing the public health, safety and general welfare.

(e) If the notice is sustained, modified, or extended, it shall become an order as so sustained, modified or extended. Any notice served pursuant to the above shall automatically become an order if a written petition for a hearing is not filed in the office of the chairman of the board within fifteen (15) days after such notice is served.

(f) The proceedings at such hearings, including the findings and decisions of the housing code board of appeals, shall be summarized, reduced to writing, and entered as a matter of public record in the office of the town clerk and open to reasonable public inspection. Such record shall also include a copy of every notice or order issued in connection with the matter. Any person

aggrieved by a decision of the housing code board of appeals may appeal to the Superior Court in accordance with the provisions of section 8-208a of the Connecticut General Statutes.
(Code 1961, § 3.15.05(c)—(f); Ord. No. 79-5, 6-7-79; Ord. No. 92-2, §§ 1—3, 4-6-92)

Sec. 3-55. Minimum standards for basic equipment and facilities.

No person shall occupy as owner-occupant or let to another for occupancy any dwelling or dwelling unit for the purpose of living, sleeping, cooking, or eating therein, which does not comply with the following requirements:

- (1) Every dwelling unit shall contain a room or space for the storage, preparation and cooking of food, which shall include space for a stove or other cooking facilities and space for dry food storage and space for refrigerated food storage; and shall include a kitchen sink installed. The sink shall be in good working con-