

# Code of the Village of Lansing

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See the Zoning Map as well as [vllansing.org](http://vllansing.org) for additional information.

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## INTRODUCTION

Since it was established in 1974, The Village of Lansing has passed through a process of legislative change resulting from growth of the community in both population and commercial development and activity. This growth and development has created the need for new and more detailed legislation for the proper function and government of the Village. The recording of local law is an aspect of municipal history, and as the community develops and changes, review and revision of old laws and consideration of new laws is necessary to address unforeseen issues. The orderly collection of these records is an important step in this ever-continuing process. Legislation must be more than mere chronology of records. It must be available and logically arranged for convenient use and must be kept up-to-date. For these reasons, the Board of Trustees has supervised the following codification of the Village's legislation.

### Contents of Code

The Code contains all currently effective legislation enacted by the Board of Trustees of the Village of Lansing, including revisions or amendments to existing legislation deemed necessary by the Board of Trustees in the course of the codification.

### Organization of Code

The Code is divided into two parts. Part I, Administrative Legislation, contains all Village legislation of an administrative nature, specifically, that dealing with the administration of government, that establishing or regulating municipal bodies and that affecting officers and employees of the Village. Part II, General Legislation, contains all other Village legislation of a regulatory nature. The legislation in Part II in some cases imposes penalties for violations, while the legislation in Part I does not.

### Arrangement of Chapters

The Village's legislation is organized into chapters in alphabetical order by subject. Wherever there are two or more items of legislation dealing with the same subject, they are combined into a single chapter. In these chapters, the identity of the individual items of legislation is retained by use of separate headings and section

numbers.

### Table of Contents

The Table of Contents alphabetically arrangement lists the subject areas of legislation. In any case that two or more local laws have been combined in the codification into a single chapter, titles of each part are listed beneath the chapter title.

### Reserved Chapters

Numbered chapters have been left blank in the Table of Contents for the convenient insertion, alphabetically, of future legislation. Space is reserved in the body of the Code by corresponding gaps in the page-numbering between chapters.

### Pagination

Each chapter has page numbers independent of other chapters for ease in inserting future amendments. The first page of each chapter is the number of that chapter followed by the numerals "01". New pages could be inserted by renumbering the first page with a point .1 and subsequent pages with .2, .3, ... (For example, page 11503 would be renumbered 11503.1 followed by 11503.2.) Amendments can be made and new chapters can be added without affecting the sequence of pages in other chapters.

### Section Numbering

Each section of every chapter is numbered to include the number of the chapter in which the legislation is located and the location of the section within that chapter. New sections can then be added between existing sections using a decimal system. For example, if two sections were to be added between § 53-4 and 53-5, they would be numbered as § 53-4.1 and § 53-4.2.

### Section Headings

Section headings are listed at the beginning of each chapter. The reader should review the entire text of any section, because section heading necessarily provide only a brief statement of the information contained in each section.

### Histories

After the list of section headings, the legislative history for that chapter is provided. This History indicates the legislative source from which the chapter was derived, including the enactment number (by local law number or resolution number), if pertinent, and the date of adoption. In the case of chapters containing more than one item of legislation, the source of each item is indicated in the History. Amendments to individual sections or subsections are indicated by histories where appropriate in the text.

### Codification

## Amendments and Revisions

Any new chapters adopted during the process of codification are specifically referred to in chapter Histories as having originated as part of "Chapter 1, General Provisions," where the legislation adopting this Code and making such revisions will appear after final enactment. Sections amended or revised in the codification process are indicated in the text by means of Editor's Notes also referring to Chapter 1, General Provisions.

### General References; Editor's Notes

In each chapter containing material related to other chapters in the Code, a table of General References is included to direct the reader's attention to such related chapters. Editor's Notes are used in the text to provide supplementary information and cross-references to related provisions in other chapters. Neither the General References nor the Editor's Notes should be considered as limiting the reader's research to the other sections referred to. These features are for convenience only and may in some instances be found to be incomplete with regard to a particular topic or issue.

### Disposition List

The Disposition List is a chronological list of legislation adopted since the publication of the Code. The Disposition List will be updated each time the Code is amended to include the new amendment.

### Index

The index is intended to assist all persons using the Code, whether or not experienced in legal research, to more easily locate legislation of interest. Although the Code's index is intended to be as comprehensive and accurate as possible, review of the index can not substitute for review of the text of the applicable sections of the Code in order to completely review a particular topic.

### Instructions for

## Amending the Code

From the time of adoption of the Code forward, all amendments and additions to the body of the Village's legislation shall take the form of amendments to the Code. New changes shall be added, as necessary, alphabetically by key word of the chapter title. If a reserved chapter number is not available, an "A" chapter should be used (e.g., a new chapter to be included between Chapters 45 and 46 should be designated Chapter 45A). New Articles may be inserted between existing Articles in a chapter (e.g., adding a new district to the Zoning Regulations) by the use of "A" Articles (e.g., a new Article to be included between Articles XVI and XVII should be designated Article XVIIA). As noted above, new sections may be added between existing sections by decimal designations.

### Additional Resources

The Village of Lansing also maintains another document entitled "Policies and Procedures" which is not official legislation. Chapters in the Policies and Procedures Manual will include, but are not limited to, Greenway Plan, Lighting Plan, Comprehensive Plan, General Plan, Street Tree Planting Program, Code of Ethics, Investment Policy, Procurement Policy, Public Access to Records, Clothing Reimbursement of Highway Department Personnel, etc.

### Acknowledgment

The Village gratefully acknowledges the assistance and dedication of the Village officials, particularly Ben Curtis, Zoning and Code Enforcement Officer, in connection with the editing and production of this Code.

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