



# PROPOSED FEE-BASED RENTAL INSPECTION STUDY SESSION

City Council Meeting  
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# OVERVIEW

- Purpose
- Background
- Outline Process to consider Program
- Estimated Number of Rental Units
- Review existing Inspection Programs
- Review Outreach Feedback
- Review of Rental Inspection Components

# PURPOSE

- Confirm if the Council is interested in advancing a Rental Inspection Program
- Review existing Rental Inspection Services
- If Proceeding- seek feedback on a Proposed Rental Inspection Program

# BACKGROUND

- A Rental Inspection Program is designed to proactively inspect rental units
- 2016-Study Session on options to improve Code Enforcement that included the consideration of a proactive rental inspection service
- 2017- program outline developed and outreach began
- Program idea deferred to wildfire recovery

# PROCESS

If Council is interested in moving forward with developing a Rental Inspection Program:

- Consider Input from this Session and continued Stakeholder feedback
- Ordinance, Est. Program Costs/Fees and Implementation Plan to Council in November/December
- Operating policy/procedures and outreach plan further developed with Stakeholder input-Spring 2020

# ESTIMATED RENTAL UNITS

# EXISTING RENTAL INSPECTION PROGRAMS

- Housing Choice Voucher Program- 1,900 units
- Complaint Based Code Enforcement Program- 214 units in FY 18/19
- Proactive Neighborhood Revitalization Program (NRP) – 1,000 units annually

# OUTREACH

- California Apartment Association (CAA)
- North Bay Association of Realtors (NORBAR)
- Sonoma County Legal Aid
- Fair Housing Advocates of Northern California
- North Bay Organizing Project Group
- Disability Services and Legal Center
- Hispanic Chamber of Commerce
- Los Cien
- Community Action Partnership of Sonoma County
- Santa Rosa Together



# FEEDBACK SUMMARY

## Property Owners

- Not supportive of program
- Lack of data to demonstrate need
- Use existing Code Enforcement and Neighborhood Revitalization Programs
- If proceed; only apply to 3 or more rental units, exempt units built in last 10 years, allow self certification

## Tenant Represented Organizations

- Supportive of Program
- Be Sensitive to Minority Populations
- Educate Residents and Property Owners of Rights/Responsibilities and Program Expectations

# RENTAL INSPECTION CORE COMPONENT CHOICES

## 1. Program Outreach

- Include a new Community Engagement position for outreach/education or use existing capacity
- Consider translation and relocation services, advance neighborhood meetings prior to inspection taking place

# RENTAL INSPECTION CORE COMPONENT CHOICES

## 2. Types of Housing to be Inspected

- Single family, 1-3 Units, 3 or more units

## 3. Frequency of Inspections

- Communities Surveyed Inspect every 2 to 7 years.

# RENTAL INSPECTION CORE COMPONENT CHOICES

## 4. Self-Certification

- Should property owners self certify with the tenant
- Inspect percentage of units that self-certify to confirm compliance

## 5. Registration/Penalties

- Should all rental property owners register their units
- Fee included in registration to cover admin costs
- Should there be penalties for owners who do not register

# RENTAL INSPECTION CORE COMPONENT CHOICES

## 6. Exemptions

- Newly constructed rental housing units within 5 or 10 years
- Units inspected under Federal and State sponsored requirements (Housing Choice Voucher Program, Board and Care)
- Manufactured Home Communities-under the jurisdiction of State Housing and Community Development (HCD)

# RENTAL INSPECTION

## OPTIONAL COMPONENTS

### A. Local representative

- With phone and address within 35 miles from Santa Rosa

### B. Amnesty Program

- Program may allow time and waive penalties to bring non-permitted units into compliance

### C. Relocation Fund

- Council may want to include a fee to sponsor displaced tenants at risk of homelessness and operationalize a displacement program

### D. Outsource Program

- Should City solicit proposals for a Private Operator

# RENTAL INSPECTION PROCESS

- City notify owner 30 days in advance of inspection
- Owner is responsible to secure tenant consent and is encouraged to be present
- Provide Results : pass inspection or violation list
- If violations-30 days to repair, extended timeline if permit required
- Case referred to Code Enforcement if work not complete or Health and Safety violations exist

# NEXT STEPS

- Compile additional feedback
- Receive direction on Core and Optional Program Component Choices
- Return to Council with Rental Inspection Ordinance



# PROGRAM COMPONENTS

## CORE

1. Comm Engagement
2. Types of Housing to be inspected
3. Frequency of Inspections
4. Self-Certification
5. Registration/Penalties
6. Exemptions

## OPTIONAL

- A. Local Representative
- B. Amnesty Program
- C. Relocation Fund
- D. Outsource Program