



Legislation Details (With Text)

File #: 15867 **Version:** 2 **Name:** Landlord contact information
Type: Ordinance **Status:** Passed
File created: 9/1/2009 **In control:** Attorney's Office
On agenda: 4/19/2011 **Final action:** 4/19/2011
Enactment date: 5/5/2011 **Enactment #:** ORD-11-00063

Title: SUBSTITUTE. Amending Section 27.04(2)(k) of the Madison General Ordinances to require owners of rental dwellings to provide contact information to the City of at least two people who can exercise control and care over the property and requiring that that contact information be posted at the property for tenants; and amending Sec. 1.08(3)(a) to create a bail deposit for violations.

Sponsors: Bridget R. Maniaci, Satya V. Rhodes-Conway

Indexes:

Code sections:

Attachments: 1. LandlordTenantRegForms, 2. Memo from George Hank 2-17-11.pdf, 3. Memo from Gregg Shimanski 2-17-11.pdf, 4. Landlord Tenant Subcommittee Registration Summary_Shimanski.pdf, 5. Reg Statements LT Subcom 3-17-11.pdf, 6. Version 1, 7. Reg Statements 4-6-11.pdf, 8. Reg Statements 15867 7-7-10.pdf

Date	Ver.	Action By	Action	Result
4/19/2011	2	COMMON COUNCIL	Adopt Substitute with Recommendations	Pass
4/6/2011	1	HOUSING COMMITTEE (ended 6/2012)	RECOMMEND TO COUNCIL TO ADOPT WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER	Pass
3/17/2011	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)	Return to Lead with the Following Recommendation(s)	Pass
1/31/2011	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)	Refer	Pass
12/16/2010	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)	Refer	Pass
9/16/2010	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)	Refer	Pass
7/7/2010	1	HOUSING COMMITTEE (ended 6/2012)	Refer	Pass
4/15/2010	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)		
3/18/2010	1	LANDLORD AND TENANT ISSUES SUBCOMMITTEE (ended 6/2012)	Refer	Pass
3/3/2010	1	HOUSING COMMITTEE (ended 6/2012)		
2/25/2010	1	LANDLORD AND TENANT		

		ISSUES SUBCOMMITTEE (ended 6/2012)		
2/3/2010	1	HOUSING COMMITTEE (ended 6/2012)	Refer	Pass
1/11/2010	1	BOARD OF ESTIMATES (ended 4/2017)	Return to Lead with the Recommendation for Approval	Pass
12/2/2009	1	HOUSING COMMITTEE (ended 6/2012)		
11/4/2009	1	HOUSING COMMITTEE (ended 6/2012)		
10/20/2009	1	COMMON COUNCIL	Referred	
10/15/2009	1	PUBLIC SAFETY REVIEW COMMITTEE	Return to Lead with the Recommendation for Approval	Pass
10/13/2009	1	Attorney's Office/Approval Group	Referred for Introduction	
9/17/2009	1	HOUSING COMMITTEE (ended 6/2012)	Refer	
9/17/2009	1	HOUSING COMMITTEE (ended 6/2012)	Refer	
9/17/2009	1	COMMON COUNCIL	Refer	

Fiscal Note

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Title

SUBSTITUTE. Amending Section 27.04(2)(k) of the Madison General Ordinances to require owners of rental dwellings to provide contact information to the City of at least two people who can exercise control and care over the property and requiring that that contact information be posted at the property for tenants; and amending Sec. 1.08(3)(a) to create a bail deposit for violations.

Body

DRAFTER'S ANALYSIS: This ordinance requires owners of rental dwellings to annually provide the Building Inspection Division of the Department of Planning and Community and Economic Development with contact information for at least two people who can exercise control and care over the property. The requirement would not apply to all properties that are owned and operated by local, state, or federal government agencies or a subdivision or agency of government.

The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (k) of Subsection (2) of Section 27.04 entitled "Minimum Standards for Basic Equipment, Lighting, Ventilation, Heating, and Electrical Service" of the Madison General Ordinances is amended to read as follows:

“(k) Every owner of a rental dwelling shall keep on record with the Building Inspection Division of the Department of Planning and Community and Economic Development contact information of two (2) or more persons located in Dane County who, by virtue of his or her ownership, employment, or delegation, can exercise control and care over the property, and provide access to the property.

1. The contact information shall include the actual name of the owner per deed to the property, two contact names of the individuals designated to be contacts, two phone numbers for each contact listed, an email address (if available) for each of the contacts, and contact information for a management company for the property, if one is being utilized.
2. These names and contact information shall be updated with the Department on an annual basis no later than January 1 and at any time there is a change in the contact information. This information shall be provided on a form approved by the Department.
3. The names of these two (2) persons shall be made available by the owner of the property to the occupants and posted at one inside entry of every separate building on the property. They must be placed in a conspicuous place and be readily accessible to the occupants.
4. The City of Madison, through its Police Department, Fire Department, and Building Inspection

Division, shall by use of the data collected, communicate promptly with a property owner and make the property owner aware of any police calls to the property, fire or ambulance calls to the property, and/or building inspection orders.

5. A fee in the amount of (\$5) five dollars per parcel shall be paid to the City Treasurer at the time the updated information is provided. This annual fee shall be fixed for a period of 5 years from the date this ordinance is enacted.
6. This registry requirement will commence on January 1, 2012, or when the new City of Madison computer system intended for this purpose is fully operational, whichever is later.
7. The owner may either submit this information online or request a printed form by email.
8. Exceptions. This requirement does not apply to all properties that are owned and operated by local, state, or federal government agencies, or a subdivision or agency of government.”
9. Staff will prepare a report to the Housing Committee to show fees generated, compliance, fines and costs to implement this section. The report shall be provided by May, 2013.
2. Subdivision (a) of Subsection (3) entitled “Schedule of Deposits” of Section 1.08 entitled

“Issuance of Citations for Violations of Certain Ordinances and Providing a Schedule of Cash Deposits” of the Madison General Ordinances is amended by creating therein the following:

“ <u>Failure to post contact persons for emergency work</u> ”	<u>27.04(2)(k)</u>	<u>\$500</u>
<u>Failure to provide required contact information to Building Inspection Division</u> ”	<u>27.04(2)(k)</u>	<u>\$500</u> ”

EDITOR’S NOTE: New bail deposits must be approved by the Municipal Judge prior to adoption. This deposit has been so approved.