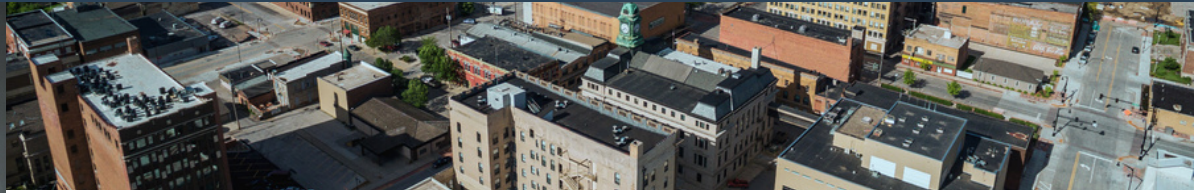


CITY OF FORT DODGE RENTAL INSPECTIONS & NUISANCE 2023 UPDATE



A QUICK NOTE FROM RYAN...

We hope this annual update finds you in good health. The Rental Inspection and Nuisance Department has undergone a few changes and updates in our operations throughout the year. As we are committed to transparency and communication, we believe in sharing these developments with you, our community leaders, business owners, and property managers.

Below, you will find a summary of the key updates and information included in this newsletter:

- Updated City Ordinances:
 - 10.56 Nuisance Towing
 - 14.08 Rental Housing Code
 - Rental Fees, Updated
- Information on common property maintenance issues
- Learn about HOME, Inc., the oldest private nonprofit housing organization in Des Moines whose mission is to meet individuals and families where they are in their housing journey
- Learn about the Fort Dodge Area Landlord Association, a local organization established to provide owners of residential apartment rental, housing and multi-unit managers/owners as well as Fort Dodge Area commercial real estate managers/owners with a voice in matters of property management, representation in matters dealing with local government officials and other associated resources for successful landlord operations.

Coming in 2024:

9.32 Nuisance In General (anticipated to be presented to the City Council later this calendar year)

If you have any questions regarding Nuisance or Inspection matters, please feel free to contact us at 515-576-4551, Monday through Friday. You can use our text method by sending "HI" to 515-408-9888 to submit a nuisance complaint anonymously.

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CHAPTER 10.56 ABANDONED & JUNK VEHICLES AND MACHINERY



10.56.010 Purpose.

The purpose of this chapter is to protect the health, safety and welfare of the citizens and safety of property of this city by providing for removal of abandoned vehicles and the elimination of the open storage of abandoned and junk vehicles and machinery except in place authorized.

(Ord. 1934 § 1, 1999).

10.56.020 Definitions.

For use in this chapter, the following terms are defined:

1. The term "abandoned vehicle" shall mean any of the following:
 - a. A vehicle that has been left unattended on public property (streets and public grounds) for more than forty-eight hours and lacks current registration plates or two or more wheels/tires or other structural parts which renders the vehicle inoperable; or
 - b. A vehicle that has remained illegally parked on public property for more than fifteen days; or
 - c. A vehicle that has been illegally parked on private property or has been placed on private property without the consent of the owner or person in control of the property for more than twenty-four hours; or
 - d. A vehicle that has been legally impounded by order of the chief of police and has not been reclaimed for a period of thirty days.
2. The term "vehicle" is defined according to § 321.1 of the Code of Iowa.
3. The term "junk vehicle or junk machinery" shall mean any vehicle within the corporate limits of Fort Dodge, Iowa, licensed or not licensed for the current year as required by law, and which because of any one of the following characteristics, constitutes a threat to the public health and safety:
 - a. Any vehicle with a broken windshield and/or window(s) with sharp edges or missing any windows;
 - b. Any vehicle with a missing or broken fender, door, bumper, hood, or trunk top; with sharp edges;
 - c. Any vehicle which has become the habitat for vermin, insects, and/or animals;
 - d. Any vehicle lacking an engine, wheel(s), or any other part which renders the motor vehicle inoperable or unfit for legal use on a public roadway;
 - e. Any vehicle left unattended over seventy-two hours up on blocks, jacks, jack stands or elevated in any other way which constitutes a threat to public health or safety;
 - f. Any vehicle used for over seventy-two hours as a storage for items such as garbage, rubbish, debris, yardwaste, batteries, machinery parts, construction material, construction waste/debris;
 - g. Any other vehicle which, because of its defective or obsolete condition, in any other way constitutes a threat to the public health and safety.

(Ord. 1934 § 2, 1999).

10.56.030 Enforcement.

Abandoned vehicles or junk vehicles and machinery on public property shall be the responsibility of the police department. All other enforcement shall be the responsibility of the department of inspections.

(Ord. 1934 § 3, 1999).

10.56.040 Removal, impoundment, and disposal.

Removal, impoundment, and disposal shall be effected pursuant to state law.

1. Removal of abandoned vehicles. § 321.89 of the 1999 Code of Iowa.
2. Notice to owner and lienholders. § 321.89 of the 1999 Code of Iowa.
3. Impoundment Fees. § 321.89 of the 1999 Code of Iowa.
4. Auction of operable vehicles. § 321.89 of the 1999 Code of Iowa.
5. Inoperable abandoned vehicles. § 321.90 of the 1999 Code of Iowa.
6. Duties of demolisher. § 321.90 of the 1999 Code of Iowa.

(Ord. 1934 § 4, 1999).

10.56.050 Junk vehicles and machinery a nuisance.

It is hereby declared that storage within the corporate limits of a junk vehicle or junk machinery upon private property, unless excepted by Section 10.56.090 of this chapter, constitutes a threat to the health and safety of the citizens and is a nuisance within the meaning of Section 657.1 of the Code of Iowa. If any junk vehicle or machinery is stored upon private property in violation hereof, the owner of the vehicle shall be prima facie liable for such violation.

(Ord. 1934 § 5, 1999).

10.56.060 Notice to abate.



Upon discovery of any junk vehicle or junk machinery stored upon private property within the corporate limits of this city in violation of Section 10.56.050, the department of inspections shall notify owner of said vehicle by placement of a nuisance sticker within a conspicuous location upon the vehicle notifying owner of cited violations:

1. The vehicle constitutes a nuisance under the provision of this chapter;
2. That the owner must remove or repair the vehicle or machinery in accordance with the terms of Section 10.56.070 of this chapter; and
3. That failure to remove or repair the vehicle or machinery will be sufficient cause for its removal by the city at the owner's cost per the terms of section 10.56.080 of this chapter.



(Ord. 1934 § 6, 1999).

10.56.070 Duty of owner to remove or repair.

The owner of a junk vehicle or junk machinery which violates the provisions of Section 10.56.050 shall remove the vehicle or machinery to an auto salvage yard or junk yard duly licensed by this city, or to a lawful place of storage within the city limits, or repair the defects which cause such vehicle or machinery to violate the provisions of this chapter, including up to date licensing if a vehicle is not currently licensed.

(Ord. 1934 § 7, 1999).

Time frames to correct cited violations will be as follows :

1. 24 hours to remove vehicles parked within the front yard or side yard (street abutting side of property) if on a corner lot.
2. 48 hours to remove or correct violations if vehicle has been deemed junk/inoperable, unlicensed, wrecked, flat tire(s), broken glass etc.
3. 72 hours if vehicle has been on jacks, jack stands, blocks, or elevated in any other way, or used for storage of items such as those listed in section 10.56.020 (6).

10.56.080 Abatement.

If such owner of a junk vehicle or junk machinery shall fail to remove or repair the vehicle in accordance with the terms of Section 10.56.070, the department of inspections shall abate such nuisance by causing the vehicle to be removed and impounded and sold or disposed of as specified in Sections 10.56.030 and 10.56.040 and the cost of abatement shall be charged to the

owner of the vehicle or other property owner as listed in § 321.89 of the 1999 Code. In the event any motor vehicle is found to be in violation of this chapter, the police department shall be empowered to have the vehicle towed to a designated storage place with the towing and storage charges being established as a lien upon the vehicle in favor of the city of Fort Dodge and possession of the vehicle being retained under authority of the city of Fort Dodge, Iowa, until the towing and storage charges are paid therefore in full by the owner of such vehicle.

(Ord. 1934 § 8, 1999).

10.56.090 Exceptions.

The provisions of this chapter shall not apply to a junk vehicle or junk machinery stored within:

- 1. A garage, other enclosed structure, or a fence as defined under section 10.56.100 of this chapter; or
- 2. An auto salvage yard, junk yard, or storage yard legally existing in this city and fenced as required by Section 17.07.14, Part B(13) of the Fort Dodge Municipal Code (FDMC); or
- 3. Automotive dealership or an automobile repair shop fenced as required under section 10.56.100 of this chapter.

(Ord. 1934 § 9, 1999).

10.56.100 Fencing requirements.

- 1. As required under this chapter, the property owner shall erect a suitable and substantial fence of not less than six feet high surrounding the enclosed area properly screened from public view. Such fence shall be kept in a constant state of good repair and no signs or other advertising matter shall be placed thereon. Junk vehicles and machinery stored behind such fence shall not exceed the height of the fence. In addition, such fences shall be constructed in accordance with all applicable requirements of the building code and Zoning Ordinance of the city of Fort Dodge.
- 2. Businesses covered under Section 10.56.100 of this chapter shall be in compliance within six months from the effective date of the ordinance codified in this chapter.
- 3. This section shall not apply to junk yards, salvage yards, and automobile repair shops that repair or remove the junk vehicle or machinery within thirty days.

(Ord. 1934 § 10, 1999).

10.56.110 Compliance.

Compliance with this chapter does not relieve the owner from compliance with the building, zoning, dangerous building, property maintenance, and/or fire codes of the city of Fort Dodge.

(Ord. 1934 § 11, 1999).

10.56.120 Penalty.

Anyone failing to remove or repair any junk vehicle or machinery stored on private property in violation of Section 10.56.070 may be charged with a municipal infraction and upon conviction be subject to a civil penalty and/or relief authorized by Section 364.22 of the Code of Iowa.





Landlords, consider joining the **FORT DODGE AREA LANDLORDS ASSOCIATION**

Our organization offers the following services:

- Provides a supportive community when you feel like you are alone in your rental business;
- Keeps you informed of City inspection challenges and potential pitfalls to prevent citations;
- Delivers timely updates on Iowa State legislation related to landlord/tenant affairs;
- Facilitates education sessions and presentations to keep you well-informed;
- Organizes networking events and gatherings, giving you a platform to exchange ideas and find solutions; and
- Allows access to the FDALA website for listing your vacancies.

Membership with the FDALA includes membership with the Iowa Association of Landlords

Don't miss out! Join today for only \$100 a year. If you join now, your membership will include the remainder of 2023 and all of 2024.

Please visit our website at FDALA.com to learn more! Meeting information can be found on the homepage of our website. An online application is available at <http://www.fdala.com/joinus.php>. Payment can be dropped off at Eastwood Realty, 2100 1st Ave N, Fort Dodge, IA 50501. Questions? Email us at fdala137@gmail.com or call Marge at (515) 576-5689.

CHAPTER 14.08 RENTAL HOUSING CODE



14.08.010 Preamble.

Whereas, Section 364.17 (2) of the Code of Iowa imposes upon the city an obligation to adopt a city housing code; and

Whereas, the city has previously adopted the International Property Maintenance Code; and

Whereas, Section 364.17 (3) requires the city to adopt enforcement procedures which shall include a program for regular rental inspections, rental inspections upon receipt of complaints and certification of inspected rental housing and further authorizes the adoption of penalties, compliance orders, citation enforcement, assessment of repairs made by the city, injunctive relief; and,

Whereas, Section 364.17 (4) authorizes a city to provide for variances; and

Whereas, Section 364.17 (5) provides that a city may establish fees for inspection and enforcement.

(Ord. No. 2204, § I, 5-27-14)

14.08.020 Purpose.

The purpose of this chapter is to provide for enforcement procedures, for regular rental inspections, rental inspections upon receipt of complaint, certification of inspected rental housing, a schedule of fines for violation, procedures for the ordering of correction of violations, the use of citations for the enforcement thereof, for injunctive relief, variances, fees for inspection and enforcement and supplement to the International Property Maintenance Code as currently adopted by the City of Fort Dodge, Iowa.

(Ord. No. 2204, § II, 5-27-14)

14.08.030 Definitions.

1. "Housing inspector." The term "housing inspector" shall be inclusive of the terms "building official, code official, building administrator inspector and/or health officer".
2. "International Property Maintenance Code." All references to the International Property Maintenance Code shall be to the appropriate corresponding section of the International Property Maintenance Code of the International Code Council, Inc. as currently adopted by the City of Fort Dodge, Iowa.
3. "Rental unit." The term "rental unit" shall be any dwelling unit primarily occupied by someone other than a record titleholder.
4. "Previously registered rental property owners." The term "previously registered rental unit owners" shall be any Owner who currently owns or has ever owned a registered rental unit.
5. "Suspension." The term "suspension" shall be defined as action taken by City staff to restrict occupancy of a property which is not currently in compliance with this Ordinance and/or the International Property Maintenance Code, as adopted by the City of Fort Dodge, Iowa.
6. "Revocation." The term "revocation" shall be defined as action taken by the Buildings and Construction Appeals Board for restriction of occupancy of a property which has been determined to be in substantial non-compliance of this Ordinance and/or the International Property Maintenance Code, as adopted by the City of Fort Dodge, Iowa.
7. "Injunctive Procedures." The term "Injunctive Procedures" shall be defined as the process taken by City staff to seek a legal remedy which is imposed by a court.
8. "Visit." The term "visit" shall be defined as any occasion in which City staff is physically present at a property or has allotted time in his/her schedule for an appointment during the course of an inspection cycle.

(Ord. No. 2204, § III, 5-27-14)

14.08.040 Definitions.

The owner of any rental unit shall register that unit with the City Inspection Office prior to leasing said unit. The owner of any rental unit shall provide accurate mailing and e-mailing information to the City Inspection Office for notification and communication. Preferred method of communications shall be made via electronic means unless prior arrangements have been made for other forms of communication.

Registration/Application for Certificate.

1. The owner or operator of all rental unit/s being let for rent and/or occupancy shall file a registration/application for Certificate of Rental Housing Compliance with the City Inspection Office on registration/application forms provided by the City. Any rental unit found being let for rent and/or occupancy shall be fined as set forth by Council Resolution.

- a. In the event that the property is owned by a previously registered rental unit owner, and the City Inspection Office has not been notified of conveyance or transfer of ownership, or intent to allow occupancy within the designated period of time, the property shall be deemed a 1-star property and the next regularly scheduled inspection cycle shall begin 1 year from the date of the last initial inspection. A Registration fee will also be charged as set forth by Council Resolution.
- b. All owners shall provide the name and contact information of an individual over the age of 18 who resides in the State of Iowa who shall serve as emergency contact and be responsible for maintenance and receiving notices for service of process. This emergency contact may be held responsible for the condition of the property and may be charged with the injunctive procedures as described in the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, and as described in Section VII, INJUNCTIVE PROCEDURES below.

Inspection Cycle.

1. Each rental unit located within the City shall be inspected on a schedule contingent on a 4-star rating system, as described below. City staff will book all first initial inspections a minimum of forty-five (45) days prior to the next inspection date unless a written request is provided voluntarily waiving this window. An initial inspection shall be scheduled and performed as long as payment is provided at or before the scheduled inspection date. City staff will not perform the inspection without payment confirmation. If it is determined at the initial inspection that the rental unit is not in compliance with the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, then the owner shall be given a reasonable amount of time to remedy the non-compliance and re-inspection shall occur.

2. If a rental unit passes inspection on the initial inspection, it shall be deemed a 4-star property and the next scheduled inspection cycle will begin 4 years from the date of the initial inspection. If a rental unit requires 2 visits to the property, an initial inspection and a second visit for any reason, it shall be deemed a 3-star property and the next scheduled inspection cycle will begin 3 years from the date of the initial inspection. If a rental unit requires 3 visits to

the property, it shall be deemed a 2-star property and the next scheduled inspection cycle will begin 2 years from the date of the initial inspection. All other rental unit, requiring 4 or more, shall be deemed a 1-star property and the Certificate of Rental Housing Compliance, as described below, shall be immediately suspended until such time as all violations are remedied and all necessary fees have been paid in full. The next scheduled inspection cycle will begin 1 year from the date of the initial inspection. The rental property's star-rating shall be re-evaluated following each successful inspection cycle.

Number of Visits	Star Rating
1	4 Stars
2	3 Stars
3	2 Stars
4 or more	1 Star



There shall be an Inspection fee as set out and approved by City Council Resolution.

In the event that more than two (2) visits to the property are deemed necessary, for any reason, an Additional Visit fee shall be assessed as set out by Council Resolution. The afore-mentioned additional visit(s) may include any visit in which the property owner fails to show and/or be present for any scheduled inspection, either by their own presence or the presence of the property owner's representative or any additional visits to the rental unit that are required to achieve code-compliance. This per unit fee shall be assessed to the property owner upon EACH AND EVERY additional visit to the property.

(Ord. No. 2204, § IV, 5-27-14)

14.08.050 Complaint inspections.

The housing inspector shall inspect any rental unit upon receipt of a written complaint upon forms provided therefore by the City Inspection Office by a current tenant thereof alleging a violation of this chapter or the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa. Notice of the alleged deficiency will be conveyed to the property owner and one business day will be allowed prior to acceptance of a written complaint. There must not be an eviction in progress in order for the written complaint to be accepted by the City Inspection Office. Emergency situations, as assessed by the Inspector may be addressed, at any time, through the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa.

(Ord. No. 2204, § V, 5-27-14)

14.08.060 Certificate of rental housing compliance.

1. A Certificate of Rental Housing Compliance shall be a document indicating compliance with the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa. It shall be issued following successful inspection and shall be valid for a period running simultaneous with the inspection schedule therefore subject to suspension and/or revocation as provided for in the International Property Maintenance Code. The document shall be transferable from one owner or operator to another at any time prior to its expiration or revocation. The owner or operator shall notify the City Inspection Office of any change of interest or ownership in the property within thirty (30) days of any conveyance or transfer of interest affecting the property and provide the name and address of all persons who have acquired an interest therein.

The Certificate of Rental Housing Compliance shall state the date of issuance, the address of the structure to which it is applicable, the name of the owner or operator to which it is applicable and its expiration date. All rental unit/s being let for rent and/or occupancy without a valid Certificate of Rental Housing Compliance or registration/application for same on file with the City may be ordered vacated and the owner or operator thereof cited for violation hereof and of the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa.

2. Issuance of Certificate. When the regular inspection as above provided has been completed and all provisions of the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa have been complied with and the inspection fee(s) as heretofore provided has been paid to the City, the inspector shall cause a Certificate of Rental Housing Compliance to be issued to the applicant therefore.

3. Extension of Certificate. A Certificate of Rental Housing Compliance shall be valid through the expiration date contained thereon; however, extensions may be granted to cover any time period between the stated expiration date and the period of time permitted by the inspector to remedy any violation cited subsequent to a housing inspection.

4. Violations. It shall be a violation of this ordinance and the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, for any person, firm, corporation or business association to allow any other person, firm, corporation or business association to rent, or allow occupancy of any building or portion thereof for human occupancy, unless:

- a. The owner or his agent holds a valid Certificate of Rental Housing Compliance issued by the City Inspection Office; or,
- b. The owner or his agent has registered/applied in writing, as required, to the City Inspection Office, on forms supplied by the City, for a Certificate of Rental Housing Compliance and said Certificate has not been suspended or revoked.

5. Suspension of Certificate. The Certificate of Rental Housing Compliance may be suspended by the City Manager or his designee when the owner or operator of the rental unit fails to cooperate with the inspections procedures as follows:

- a. Failure to Complete Repairs
 - i. Notice of the suspension shall be served to the property owner, allowing ten (10) days to rectify the grounds for suspension. After such time, the suspension shall go into effect. The suspended certificate may be reinstated by the City Manager or his designee upon his or her determination that the owner and/or operator has complied with the terms of this Ordinance. It is the responsibility of the property owner to contact the City Inspection Office to ensure that the grounds for suspension have been successfully rectified. A reinstatement fee, as set out by Council shall be charged for the reinstatement of a suspended certificate. Injunctive procedures may be taken forty-five (45) days following the effective date of suspension.
- b. Failure to Allow Inspections
- c. Second Non-Payment of Inspection visit.

6. Appeal. Any owner or operator who has received notification of the suspension of their Certificate of Rental Housing Compliance AND whereas the suspension has gone into effect, may request and shall be granted a hearing on the matter before the Buildings and Construction Appeals Board. The application for the appeal hearing must be made within ten (10) days of the effective date of suspension.

7. Revocation of Certificate. The certificate of Rental Housing Compliance may be revoked when there has been fraud, collusion, or illegality in the application for or issuance of the Certificate or when there exists a material and/or substantial noncompliance with the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, which directly affects the health and/or safety of the occupants therein. The housing inspector who has probable cause to believe that there exist grounds for revocation may petition the Buildings and Construction Appeals Board to revoke the Certificate of Rental Housing Compliance. The burden of proof shall be upon the party seeking the revocation. The owner or operator of the affected property shall be properly notified of the petition for revocation and shall be notified of the date, place and time of the Buildings and Construction Appeals Board hearing on consideration of the petition and may appear and defend. Upon final determination by the Buildings and Construction Appeals Board, the Certificate of Rental Housing Compliance may be modified to reflect the compliance of each dwelling unit with the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, or may be revoked in whole or in part. Upon rectification of the grounds for revocation, a property owner may petition the Buildings and Construction Appeals Board to have the status of the Certificate of Rental Housing Compliance restored.

(Ord. No. 2204, § VI, 5-27-14)



14.08.070 Injunctive procedures citations and penalty

The city manager or his designee is hereby authorized to seek injunctive relief to prohibit the occupancy of any rental unit for which no registration/application for Certificate of Rental Housing Compliance has been made or requested or for which the Certificate of Housing Compliance has been denied, suspended or revoked.

The City Inspection Office may issue citations pursuant to Section 805.1 to 805.5 of the Code of Iowa, in lieu of information and arrest warrants for any violation hereof.

Any person, firm, corporation, or business association violating any of the provisions of this ordinance or the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, shall upon conviction within twelve (12) calendar months, be subject to penalty as set forth by Council Resolution. Any person, firm, corporation, or business association violating any of the provisions of this ordinance or the International Property Maintenance Code, as currently adopted by the City of Fort Dodge, Iowa, shall upon conviction within twelve (12) calendar months, be subject to penalty as set forth by Council Resolution.

(Ord. No. 2204, § VII, 5-27-14)

14.08.080 Repealer.

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed, specifically Ordinance No. 2204.

(Ord. No. 2204, § VIII, 5-27-14)

14.08.090 Severability clause.

If any section, provision, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

(Ord. No. 2204, § IX, 5-27-14)

14.08.100 Effective date.

This Ordinance shall be effective after its final passage, approval, and publication, as by law provided.

(Ord. No. 2204, § X, 5-27-14)

HAVE A RENTAL YOU NEED TO REGISTER?

If you own a property that you know is not registered with the City, please fill out the registration form at https://www.fortdodgeiowa.org/egov/documents/1645203014_15682.pdf and return it to the Rental Housing Inspection Office at the following address:

Rental Housing Inspection Division
Municipal Building
819 1st Avenue South
Fort Dodge, Iowa 50501

You're invited! FORT DODGE AREA LANDLORDS ASSOCIATION *January meeting*



Rides Bar & Grill
723 S 21st St, Fort Dodge
Social - 5:30 pm
Meeting - 6:00 pm

You do not have to be a member to attend our January meeting. Please come with questions, concerns and ideas for educational opportunities in the new year!

RENTAL FEES, UPDATED

Updated and Council Approved Rental Ordinance and Rental Fees upon approval by the City Council. The Rental Ordinance is a 4-star system, that benefits those properties in compliance and in compliance efficiently. Below explains the star system:

- If property passes on the first inspection it would be a 4-star and the next inspection would be in 4 years.
- If property passes on the second inspection it would be a 3-star and the next inspection would be in 3 years.
- If property passes on the third inspection it would be a 2-star and the next inspection would be in 2 years.
- If property passes on the fourth inspection it would be a 1-star and the next inspection would be in 1 year.

POINTS TO NOTE:

- Each subsequent visit to the property would necessitate an additional inspection fee. Any rescheduled appointment would be considered a subsequent visit and be an additional inspection fee.
- If the property doesn't pass at the fourth inspection the property will go into suspension.

All communications will be in electronic form via email (few exceptions) unless communicated to Jennelle Jobe. All landlords are to provide an email address to Jennelle at jjobe@fortdodgeiowa.org, it is the landlord's responsibility to keep email addresses up to date. If landlords have a management company taking care of the property we need the landlord's email, we can add the management company's email and if there is a maintenance person's email, we can add it also. It is the landlord's responsibility to keep these up to date.

Rental Housing Inspection Fees for said Ordinance

1st Unit	\$120.00
Units 2, 3, and 4	\$75.00 each
5 Units and above	\$30.00 each

Additional Appointment Fees for said Ordinance

1st Unit	\$125.00
Units 2, 3, and 4	\$80.00 each
5 Units and above	\$30.00 each

Other fees associated with this Ordinance:

Reinstatement Fee	\$250.00 per property
	*does <u>not</u> include any inspection fees
Court Costs (responsibility of property owner)	TBD
Lack of Registration for Rental Housing Fee	\$300.00 per property

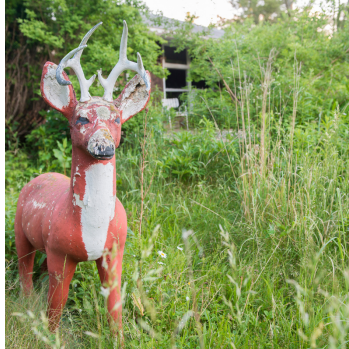


COMMON PROPERTY MAINTENANCE ISSUES

The goal of property maintenance rules is to ensure the safety, habitability and overall well-being of both occupants and the surrounding community by establishing and enforcing standards for the care, maintenance and appearance of properties.



- Keep your yard and property looking neat and safe by preventing tall and wild plants from taking over. Ensure your property doesn't have tall, wild or unruly plants, weeds or grass that are taller than 10 inches.
- Prevent your property from looking like a dumping ground for junk or broken items; properly dispose of garbage, including, but not limited to:
 - Garbage (including animal & vegetable waste)
 - Yard Waste (including leaves, lawn clippings & tree branches)
 - Construction Materials (including lumber, pallets, siding & shingles)
- Stay on top of common exterior maintenance items; if there are things that are broken or damaged, like windows, building facades, awnings, gutters, roofs and/or fences, repair them. Chipping & peeling paint and old outdated signs should be taken care of in a timely manner.



VEHICLES

- Vehicles that are broken down, damaged or unable to run; not in a condition where they can be driven safely on the road are considered to be inoperable.
- Vehicles should not be parked or stored in a front yard except when parked on an existing hard surface driveway constructed of gravel, concrete, concrete pavers or asphalt. In addition, vehicles should not be parked across the sidewalk.

HOUSEHOLD FURNITURE & APPLIANCES

- Furniture, including but not limited to couches, chairs, tables, lamps, etc., designed for indoor use should not be kept outside in a yard or on a porch.
- Appliances, including but not limited to refrigerators, deep freezers, treadmills, stoves, televisions, window air conditioning units not in the window, etc., should not be kept outside in a yard or on a porch.



YOUR CHOICES, YOUR IMPACT

Your actions matter. Every decision you make within our community, no matter how small, ripples through a neighborhood's well-being.

Let's work together to avoid common nuisances, choosing respect over noise, cleanliness over litter and care over neglect. When you take ownership of your actions, you nurture a harmonious environment for everyone.

Please contact Nuisance/Inspections directly with any questions; Monday - Friday, between 8:00 a.m. and 4:30 p.m. at (515) 576-4551. You can also submit a nuisance complaint via text - text "HI" to (515) 408-9888 to get started. All calls and texts are anonymous.



Creating Housing Opportunities

OFFICE HOURS
MONDAY – FRIDAY
8:30 am – 12:00 pm &
1:00 pm – 4:00 pm

   @homeincdsm

1618 6th Avenue
Des Moines, IA 50314
(515) 243-1277
homeincdsm.org

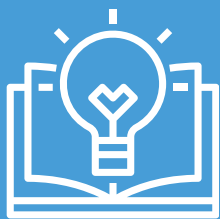


RENTAL HOUSING HANDBOOK

Our Rental Housing Handbook is searchable and will help you understand your housing rights. Includes information such as:

- What tenants and landlords need to think about before renting or renting out a property
- Renter/tenants and landlord rights
- And much, much more

<https://www.homeincdsm.org/renters-landlords/handbook/>



Classes regarding homeownership responsibilities: are you ready to buy, managing your money, understanding credit, getting a mortgage loan, shopping for a home, keeping your home



Helps prospective homeowners determine their readiness to purchase and develop an action plan. Sells new and rehabbed affordable homes to low/moderate income households.



Confidential free information, education, and counseling. Helps tenants and landlords throughout Iowa understand their housing rights and responsibilities through counseling and educational services.