Landlord Training

Presented by: Ruthy Harris
Master Code Enforcement Professional
Director of Property Standards
Phone: 630-256-3770

Housekeeping

- Bathrooms
- Cell Phones
- Questions
- Criminal background check and lease addendum questions will be answered by APD

Purpose of Program

Ensure public health, safety and welfare

Establishes minimum standards for structure, premises & equipment

Rental Licensing Program

- Division of Property Standards
- Zoning Ordinance-Adopted by COA
- International Property Maintenance Code-2015 with Aurora's amendments
- Licensed Properties
  - 10,000 buildings; 20,000 units

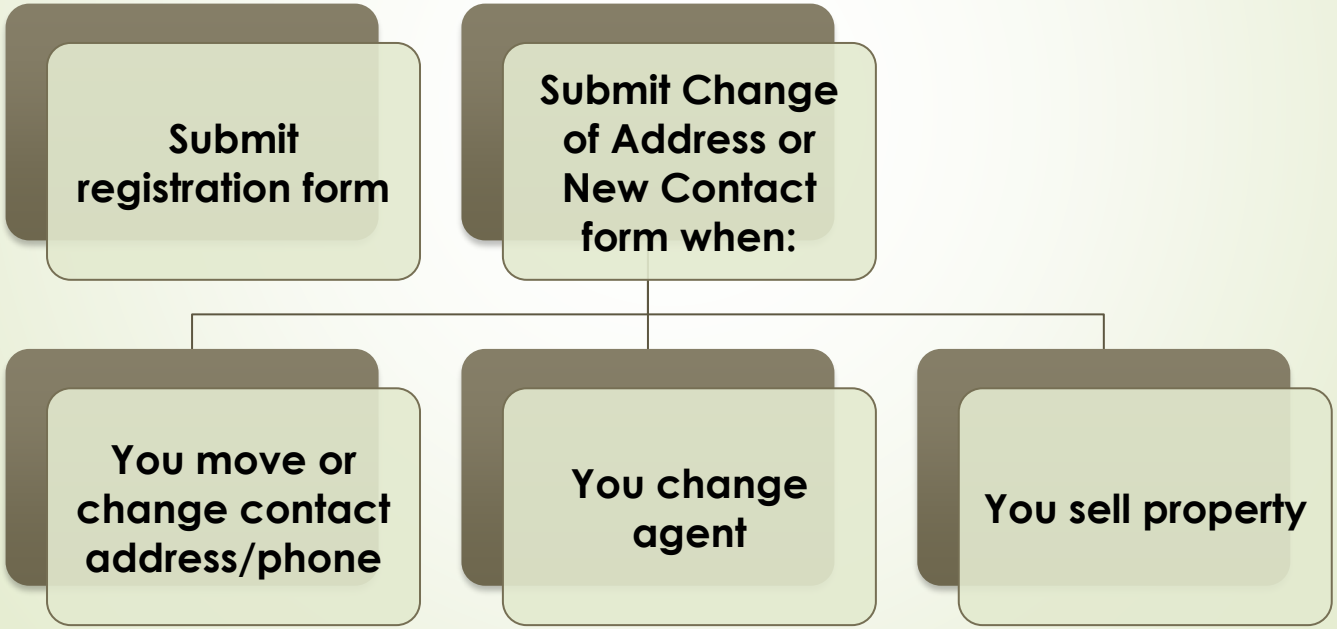
Property Registration

- **All non-owner-occupied residential property must be registered.**

- **All two-unit and multiple-unit properties must be licensed; even if occupied by owners.**



Property Registration





Property Registration

- Aurora Licensed Management Agent Required:

- In cases where the owner lives more than 30 miles from the city limits, no license shall be issued or renewed unless the owner designates, in writing to the city, a city licensed management agent or a registered State of Illinois Real Estate Broker or Leasing Agent.

Registration fees



License Registration Fee - $90 and up.



Due yearly by August 31st

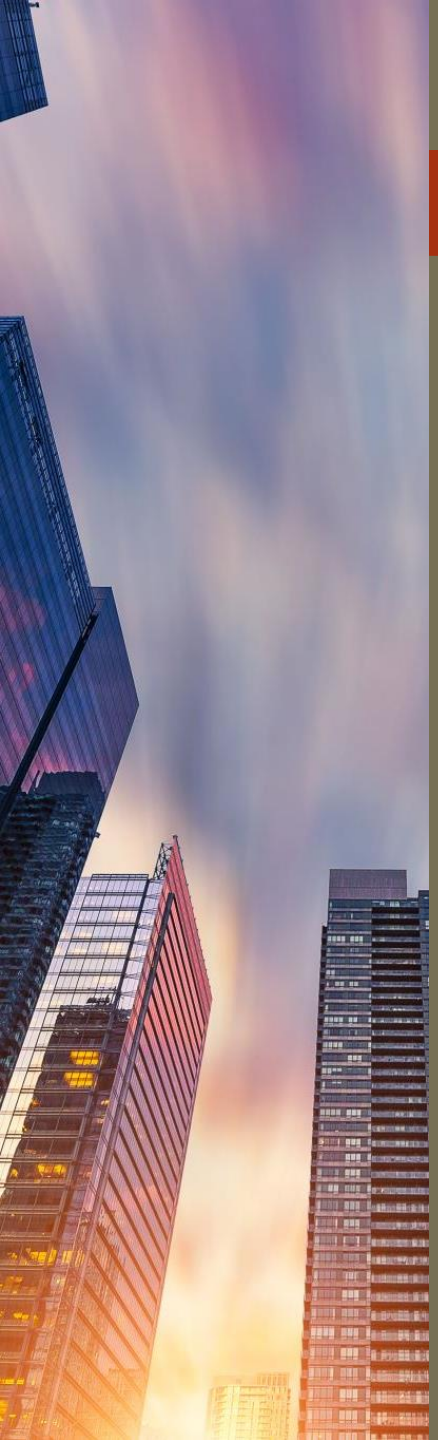


Renewal late fee

$80—
30 days late
$160-
60 days late

Failure to register-Posted Unlawful





Unpaid Fines and Fees

- If you owe any fines or fees to the City of Aurora, those fines or fees must be paid or payment arrangements must be made to receive your rental license renewal.

Inspection Process

Appointment letter

*Emailed and Mailed

Property Access: owner/agent/tenant (must be over 18)

Appointment letter must be posted to the front door, in the home or tenant must be present

Inspection Process

Lease Addendum & Criminal Background Check ($100 fine each)

Violation notice

Re-inspection Date 30-40 days after initial (7 days for life safety issues)

License issued

Waiver possible

Rescheduled/cancellation Fee

Cancellation/Absentee fees

- $150
- $250
- $500

Re-inspection fees

- $80
- $150
- $250
- $500

License revocation/vacation of property

BE PREPARED FOR YOUR INSPECTION!



Pre-Inspection Guide

- Everyone will receive a pre-inspection guide. It is imperative that ***prior*** to your initial inspection, you utilize the guide to prepare your property for inspection.



Amended Smoke Detector Act

UPDATED ILLINOIS SMOKE ALARM LAW

- Effective January 1, 2023 -

In 2017, the Illinois Fire Safety Alliance worked with the General Assembly to pass a law which will require Illinois residents to replace their old smoke alarms with the type that has a long-term, 10-year sealed battery beginning January 1, 2023. This would apply to residents that are still using alarms with removable batteries or alarms that are not hardwired.



What is the Updated Illinois Smoke Alarm Law?

- Since 1988, all dwellings in Illinois have been required to have smoke alarms.
- In 2017, Public Act 100-0200 was passed to update the Illinois Smoke Detector Act to reflect advances in alarm technology.
- Come January 1, 2023, any new smoke alarm being installed within a single or muti-family home are required to be featured with a 10-year sealed battery.
- Smoke alarms in single or multi-family homes prior to January 1, 2023 may remain in place until they exceed 10 years from their manufactured date, fails to respond to operability tests, or otherwise malfunctions.

Exemptions

- Homes built after 1988 that already have hardwired smoke alarms.
- Homes with wireless integrated alarms that use low-power radio frequency communications, Wi-Fi, or other Wireless Local Area Networking capability.

To view the Illinois law in its entirety, visit **www.IFSA.org/smoke-alarm-law**

Illinois Fire Safety Alliance
(847) 390-0911
www.IFSA.org | ifsa@ifsa.org



Smoke Detector Self Contained Battery

- Are in existence and exceed 10 years from the date of being manufactured
- Fails to respond to operability tests or otherwise malfunctions
- Are newly installed

DO NOT APPLY TO:

- Detectors centrally monitored or supervised alarms
- Hardwired or Wi-Fi connected
- If Newly Constructed or remodeled after January 1, 2011, detectors must be permanently hardwired with a back up battery

Landlord/Owner Responsibilities

- Utilities
- Water, Gas & Electricity
- Properties are deemed unfit for lack of utilities
- HEAT SEASON
- **from September 23 of each year to May 5 of following year**
  - **Temperature must be maintained at 68 degrees F**

Landlord/Owner Responsibilities

- Interior
  - Electric
  - Plumbing
  - Painting- Lead based paint are in homes built before 1978. Be aware that extra precautions may need to be taken when scraping.

Lead Based Paint

- If your home was built before 1978, there is a high probability that it has lead-based paint.
- Federal law requires that contractors performing renovation, repair and painting projects that disturb painted surfaces in homes, child care facilities, and schools built before 1978 be certified and follow specific work practices to prevent lead contamination.
- Make sure your contractor is certified and can explain clearly the details of the job and how the contractor will minimize lead hazards during the work.
- You can verify that a contractor is certified by checking EPA's website at
- epa.gov/getleadsafe or by calling the National Lead Information Center at
- 1-800-424-LEAD (5323). You can also ask to see a copy of the contractor's
- firm certification.

EPA Contact

Region 5
(Illinois, Indiana, Michigan,
Minnesota, Ohio, Wisconsin)
Regional Lead Contact
U.S. EPA Region 5
77 West Jackson Boulevard
Chicago, IL 60604-3507
(312) 886-6003

Landlord/Owner Responsibilities

- General maintenance of property
- Exterior
  - Driveways (gravel is not permitted)
  - Siding
  - Roof
  - Junk and Trash
  - Weeds/grass
  - Inoperable/unlicensed vehicles

General Exterior



Damaged siding



Driveways



Damaged shingles on roof



Junk and Trash



Grass/weeds



Inoperable/unlicensed vehicle



Ordinance Additions

If you currently rent to 4 or more unrelated individuals:

- Renting to 4 or more unrelated individuals will change your status from a rental to a lodging home.

Ordinance Additions

- Lodging Home Requirements
- Parking: You must have Individually accessible parking space(s) equal to the number 18 year old and older occupants
- Storage: Additional personal clothing storage per bedroom occupant An Additional 12 feet per occupant for clothes storage shall required within the bedroom

Ordinance Additions

- Electrical System: Electrical system upgrade to fully compliant system with current electrical code for new construction shall be required.

- Alarm System: A fully monitored system through a central station, smoke and carbon monoxide detection and alarm shall be required.

Residential Illegal Dwelling Units

- **Additional units cannot be added in attics or basements.**
- **Additional units cannot be added by sub-dividing existing approved habitable space.**
- **Renting of individual rooms is prohibited.**

ILLEGAL DWELLING UNIT BASEMENT OR ATTIC



ILLEGAL DWELLING UNIT IN ATTIC



INFESTATIONS
Shared responsibility of owner and tenant



Roaches

Unit should be free of roaches at time of move-in

Owner - common areas, tenant - unit



Mice

Unit should be free of mice at time of move-in

Owner – common areas, tenant - unit



Bed Bugs

Unit should be free of bugs at time of move-in

A coordinated attack by both parties

Tenant Responsibilities



Housekeeping



Overcrowding



Tampering with smoke detectors



Junk vehicles



Register pets with the city (630-256-3630)

Historical Districts



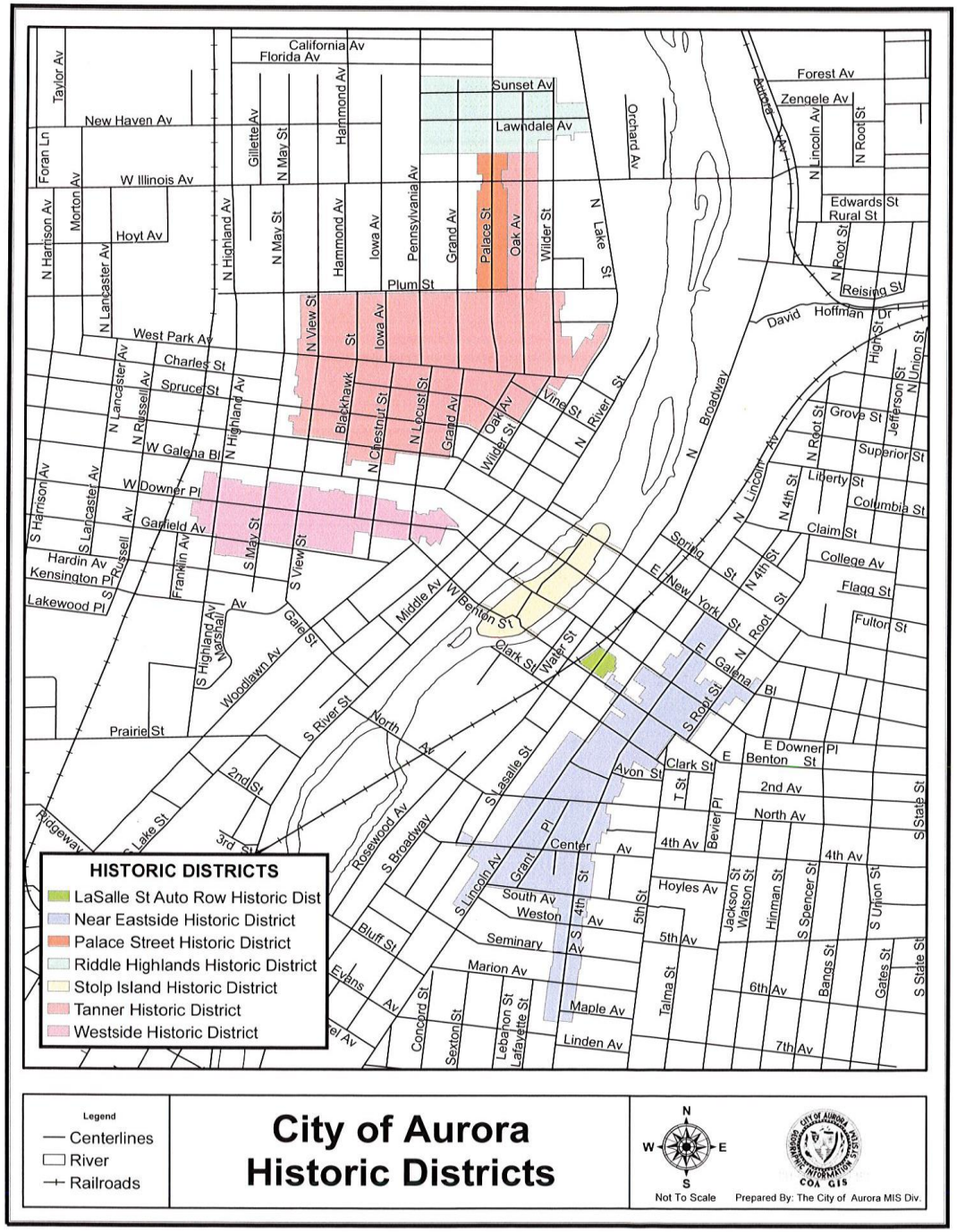
There are many historical districts in Aurora. If you purchase a home in one of these districts you will need to observe the historical guidelines that govern your districts.



Many of these guidelines differ from the city's property maintenance requirements.



Please call 630.256.3080 before conducting any repairs or constructing anything on the premise.


HISTORIC DISTRICTS
LaSalle St Auto Row Historic Dist
Near Eastside Historic District
Palace Street Historic District
Riddle Highlands Historic District
Stolp Island Historic District
Tanner Historic District
Westside Historic District
Legend
Centerlines
River
Railroads
City of Aurora
Historic Districts
N
W
E
S
Not To Scale
Prepared By: The City of Aurora MIS Div.
COA GIS

Garbage/Recycle Carts

- Groot Services provides residents separate trash and recycle carts- both with lids to help keep the community cleaner.
- 4 units or less must have garbage and recycle carts.
- 5 units or more require a dumpster.
- Owners should keep the garbage services in their name.

- Any garbage questions please call Groot at **630.892.9294 Option 2**

Improper placement of Containers



Illegal business/Auto repair

- **Businesses such as auto repair and commercial vehicles are prohibited at residential properties.**
- **Violations may result in fines of up to $500 per day and revocation of license.**

ILLEGAL AUTO REPAIR





Illegal Home Business



Farm Animals???



Livestock



Updated Ordinance

- The complete update to the ordinance can be found at:
- www.aurora-il.org
- Search the municipal code. It will show you the most recent updates.

QUESTIONS????

PROPERTY STANDARDS
630-256-3770