



PUBLIC POLICY AND PERSUASION

POLICY INVENTORY

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Background

Housing Policy in Waterloo





Background

Housing Policy in Waterloo

HOUSING TASK
FORCE





Background

Housing Policy in Waterloo

HOUSING TASK
FORCE



DIFFICULT TO
UNDERSTAND





Background

Housing Policy in Waterloo

HOUSING TASK
FORCE



DIFFICULT TO
UNDERSTAND

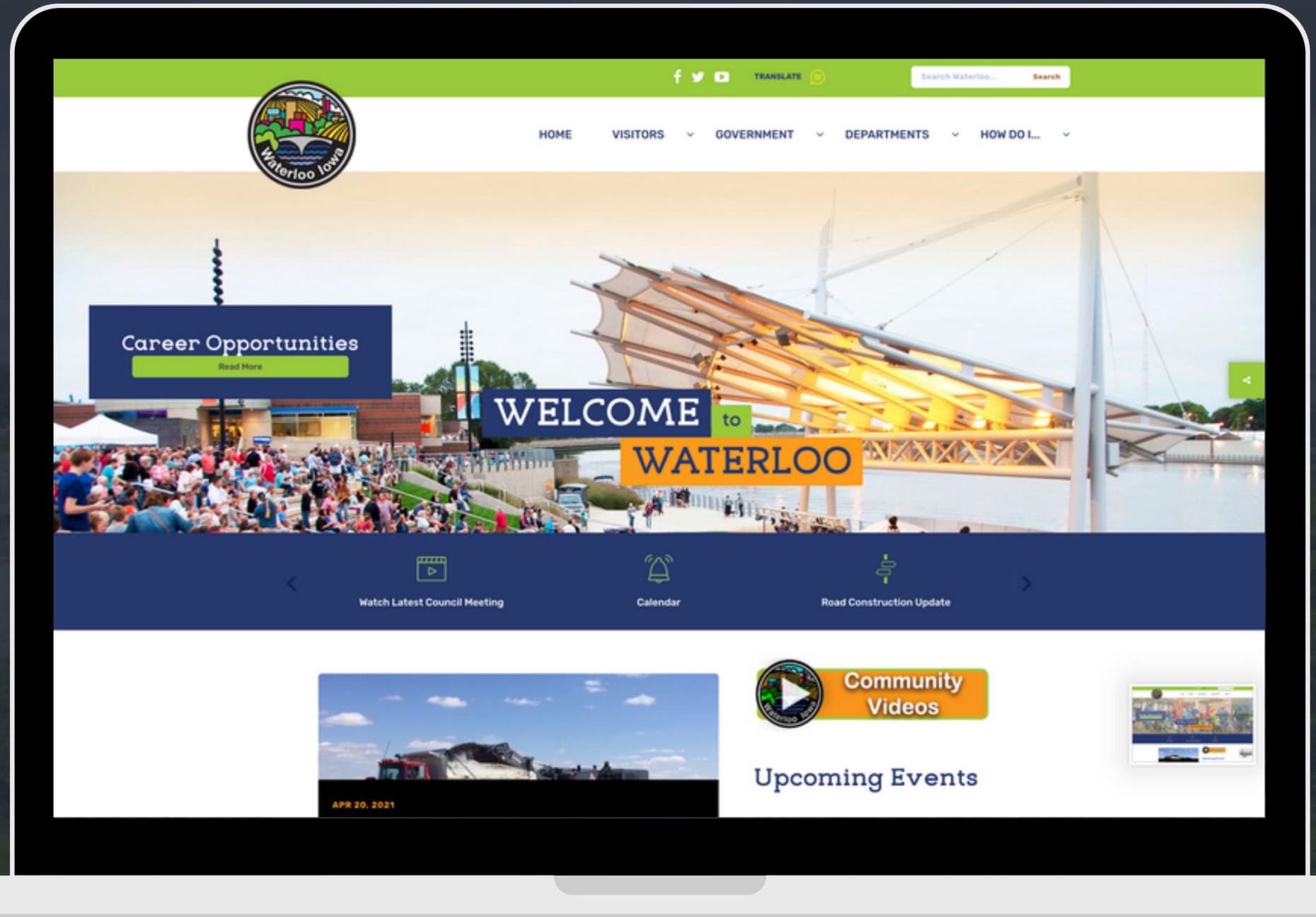


ONGOING
COMPLAINTS



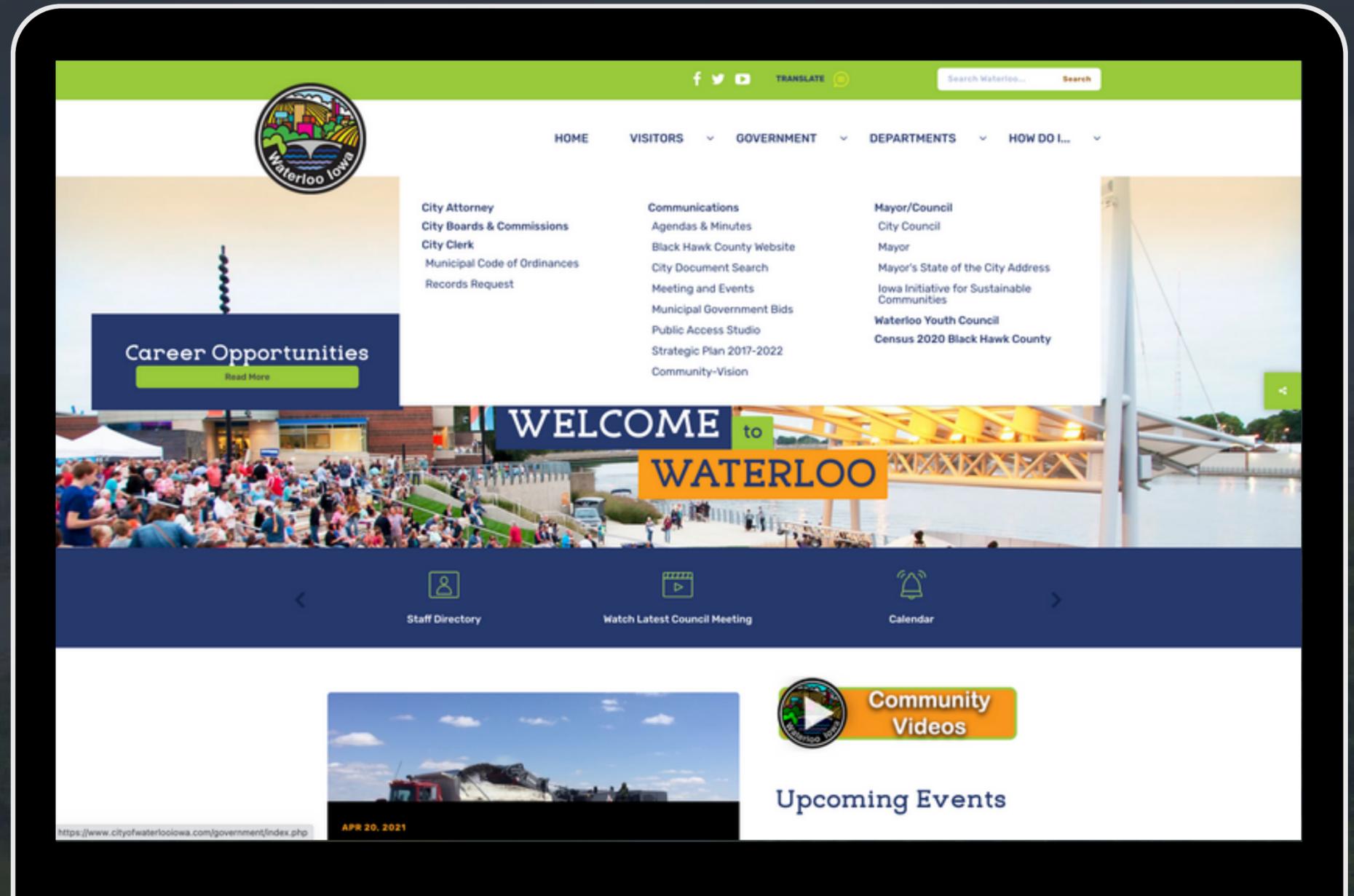


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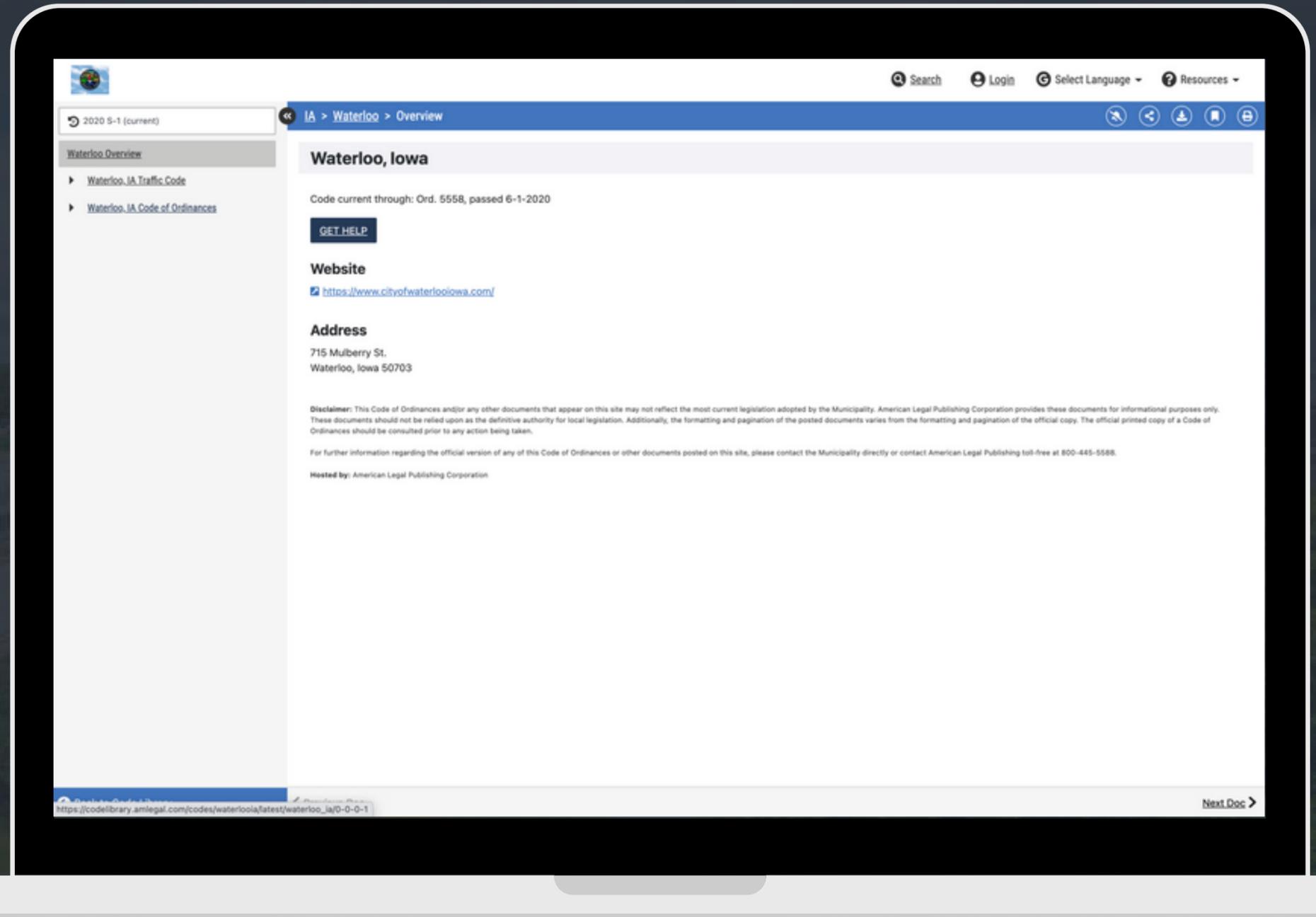


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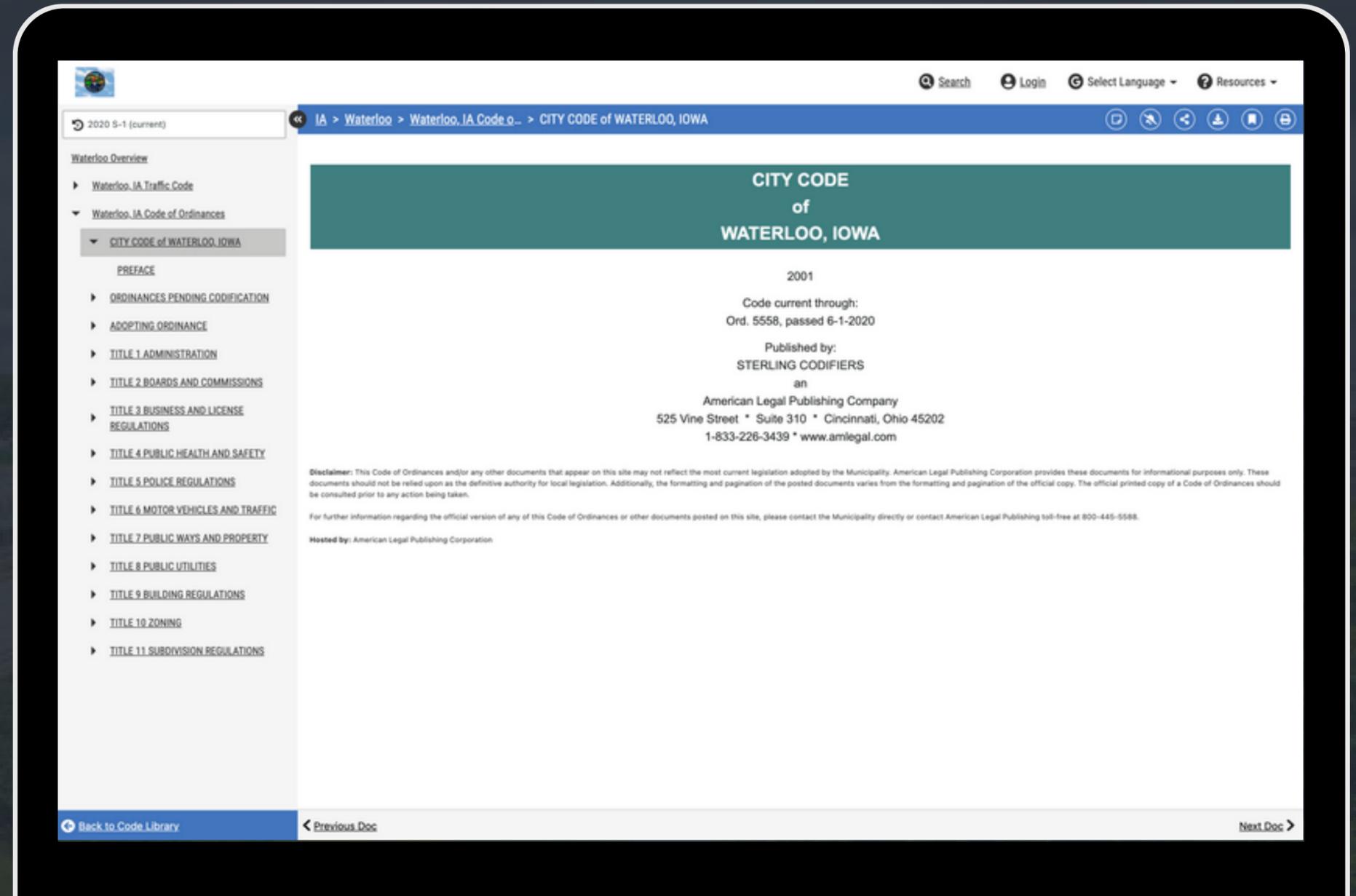


Currently





Currently





Currently

The screenshot shows a web browser interface with a search bar, login button, and language selection options at the top. The main content area is titled "TITLE 9 BUILDING REGULATIONS" and lists the following sections:

- Building Code 1
- Building Contractors 1A
- Property Maintenance Code 1B
- Fire Prevention And Protection 2
- Fire Prevention Inspections 2A
- Alarm Systems 2B
- Explosives And Fireworks 2C
- Electrical Regulations 3
- Plumbing Regulations 4
- Plumbing Code 4A
- Plumbing Board For Licensing And Appeals 4B
- Plumbing Contractors 4C
- Mechanical Systems 5
- Mechanical Code 5A
- Mechanical Board For Licensing And Appeals 5B
- Mechanical Contractors 5C
- Signs 6
- Sign Permits 6A
- Design And Construction 6B
- Rental Housing 7
- Historic Preservation 8
- Manufactured Homes 9
- Mobile Homes And Mobile Home Parks 10

The left sidebar contains a navigation menu with the following items:

- TITLE 7 PUBLIC WAYS AND PROPERTY
- TITLE 8 PUBLIC UTILITIES
- TITLE 9 BUILDING REGULATIONS (selected)
- CHAPTER 1 BUILDING CODE
- CHAPTER 2 FIRE PREVENTION AND PROTECTION
- CHAPTER 3 ELECTRICAL REGULATIONS
- CHAPTER 4 PLUMBING REGULATIONS
- CHAPTER 5 MECHANICAL SYSTEMS
- CHAPTER 6 SIGNS
- CHAPTER 7 RENTAL HOUSING
- CHAPTER 8 HISTORIC PRESERVATION
- CHAPTER 9 MANUFACTURED HOMES
- CHAPTER 10 MOBILE HOMES AND MOBILE HOME PARKS
- CHAPTER 11 MOVING BUILDINGS
- CHAPTER 12 DANGEROUS BUILDINGS
- CHAPTER 13 CONDOMINIUM CONVERSION
- CHAPTER 14 HOUSING COOPERATIVE CONVERSION
- TITLE 10 ZONING

The browser address bar shows the URL: https://codelibrary.amlegal.com/codes/waterloo/ia/latest/waterloo_ia/0-0-8331. A "Next Doc" button is visible in the bottom right corner.



Currently

2020 5-1 (current) IA > Waterloo > Waterloo, IA Code e... > CHAPTER 7 RENTAL HOUSING

CHAPTER 7 RENTAL HOUSING

SECTION:

- [9-7-1: Title](#)
- [9-7-2: Purpose](#)
- [9-7-3: Definitions](#)
- [9-7-4: Landlord License Requirement](#)
- [9-7-5: Rental Registration Permit](#)
- [9-7-6: Denial, Suspension, Revocation Or Nonrenewal](#)
- [9-7-7: Inspections Required](#)
- [9-7-8: Crime Free Lease Addendum](#)
- [9-7-9: Owner And Tenant Responsibilities](#)
- [9-7-10: Housing Appeals Board](#)
- [9-7-11: Appeals](#)
- [9-7-12: Violation; Penalty](#)

9-7-1: TITLE:

This chapter shall be known as the *WATERLOO RENTAL HOUSING CODE* and will be cited as the rental housing code. (Ord. 5202, 2-24-2014)

9-7-2: PURPOSE:

The purpose of this code is to provide minimum standards to safeguard life, limb, health, property and public welfare by regulating and controlling the use, occupancy, location and maintenance of all residential buildings and structures for rental within this jurisdiction, and to establish a program of regular rental inspections. (Ord. 5202, 2-24-2014)

9-7-3: DEFINITIONS:

When used in this chapter, the following terms and words shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

DWELLING: Any building, structure, or portion thereof which is occupied as, or designed or intended for occupancy as, a place for human residence, including sleeping quarters and bathroom or kitchen facilities.

LANDLORD: The owner of a rental unit. Landlord is also referred to in this chapter as owner, operator, licensee and applicant.

https://codeoflibrary.amlegal.com/codes/waterloola/latest/waterloo_ia/0-0-0-7999 [Next Doc >](#)



Currently

2020 S-1 (current) IA > Waterloo > Waterloo, IA Code o... > 9-7-4: LANDLORD LICENSE REQUIREMENT:

9-7-4: LANDLORD LICENSE REQUIREMENT:

A. License Required: No person shall lease, rent, or otherwise allow a rental unit to be occupied without a current landlord license obtained from the city clerk under the provisions of this chapter.

B. Registration: In order to be granted a landlord license an applicant must register all rental unit(s) for which the applicant is the owner or responsible local agent by completing and filing a rental permit registration form with the city clerk, as provided in this chapter, and paying all fees required by this code.

C. Requirements: The requirements to receive a landlord license include the following:

1. All requirements of section 9-7-7 of this chapter pertaining to inspections have been met;
2. All fees for the registration of the rental unit(s) and license have been paid in full;
3. All judgments of any nature in the city's favor and against the applicant have been paid in full;
4. The applicant has provided the licensing officer the name(s), address and telephone number(s) of the individual(s) responsible for the maintenance and management of the registered premises;
5. All requirements of chapter 1, article B of this chapter are met on all rental properties owned by the landlord.

D. Issuance Of License: If the licensing officer concludes as a result of the information contained in the application that the requirements for a landlord license have been met, then the licensing officer shall issue the landlord license, otherwise the licensing officer shall issue a notice of denial.

E. License Term: A landlord license shall be valid for no more than one year. All licenses shall expire on December 31 of each year. The landlord or responsible local agent shall reapply for a license no later than November 1.

F. Fees: A landlord license fee and renewal fees shall be established by resolution of the city council. (Ord. 5202, 2-24-2014)

9-7-5: RENTAL REGISTRATION PERMIT:

A. Required: No person shall lease, rent, or otherwise allow a rental unit within the city to be occupied without first obtaining or renewing a rental registration permit from the city and designating a responsible local agent. All rental units must be registered annually as required by this chapter.

1. Registration Forms: Application for registration shall be made upon current forms furnished by the city and shall, at minimum, require all of the following information:

- a. The name of the apartment house or complex, if any;
- b. The street address and block and lot number of the rental unit(s);
- c. The year originally built or replaced;
- d. The number and types of rental units within the rental property;
- e. The number of bedrooms and bathrooms in each unit;
- f. The maximum number of tenants permitted for each rental unit in accordance with the adopted international property maintenance code or other applicable codes;
- g. The name, address, telephone number, e-mail address, mobile telephone number, and facsimile number, of the person or agent authorized to collect rent from the tenants;
- h. The name and contact information for the person who is responsible for yard maintenance and trash collection, and indication of whether such person is landlord, agent, or tenant;
- i. A copy of a current valid inspection certificate for the property shall be provided with the application, but shall not be necessary in the event of a first time application.

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Stakeholders

Stakeholders

CITY CLERK'S OFFICE

Incentive to decrease violations



Stakeholders

CITY CLERK'S OFFICE

Incentive to decrease violations



HOUSING TASK FORCE

Requested creation



Stakeholders

CITY CLERK'S OFFICE

Incentive to decrease violations



HOUSING TASK FORCE

Requested creation



BLACK HAWK COUNTY LANDLORD ASSOCIATION

Reduce violations and fines



Best Practices

DAVENPORT, IA



A Tenant's Guide to Renting In Davenport

In the State of Iowa and the City of Davenport, landlords and tenants have certain basic rights and requirements that are intended to protect both parties and the Owner's investment. It takes the joint efforts of investor-owners, tenants and the City to ensure a quality rental market in Davenport.

This booklet is only a guideline and as such has no legal enforcement. For complete information you should consult the Property Maintenance Code. The Code is available at the Davenport Public Library or online at www.cityofdavenportowa.com/publicworks.

If you have any questions related to housing inspections or this guide, please contact the Community Services Division at (563) 326-7746.

AMES, IA

A screenshot of the City of Ames website. The navigation bar includes "GOVERNMENT", "DOING BUSINESS", "LIVING", "VISITING", and "I WANT TO...". There is a search bar with "GO" and a "Font Size" selector. The main content is titled "MOVING IN" and includes sections for "Perform inspection", "Activate utilities", and a list of requirements for a security deposit waiver. The "Perform inspection" section states: "Before moving anything into your new unit, it's wise to perform a thorough inspection of the unit. While performing the inspection, you may request the property manager to be present, in order to settle any discrepancies between the stated condition and the actual condition of the unit. It's wise to document any damages or needed repairs on a 'move in inspection form,' which is typically provided by the landlord. If the landlord does not provide a form, please click here to download one for yourself." The "Activate utilities" section states: "In order to start utility services with the City of Ames, use this form, start service, if you will be a new customer of the Ames Municipal Utilities, or if you are a current customer wanting to establish an additional service in your name. Use the transfer service form if you currently have an account in your name with the Ames Municipal Utilities and want to stop service at your present address and start service at another address served by Ames Municipal Utilities." The security deposit waiver requirements are: "A security deposit equal to the highest bill for one month during the previous twelve months is required to establish service. This requirement will be waived if: You obtain and provide an acceptable credit reference from another utility; you may mail your credit reference to Ames Municipal Utilities P.O. Box 811 Ames, IA 50010-0811 or you may fax it to: 515 239-5286, or Within the past 24 months, you have had service in your name for at least nine consecutive months and have an acceptable credit history with Ames Municipal Utilities." The "Activate utilities" section also states: "Please submit your start service request to the Ames Municipal Utilities at least one working day prior to the date you want your service started in your name. A \$25 same day service charge may be billed to your account if your start service request is not received at least one working day prior to the date you want service started in your name. Working days are Monday through Friday, except holidays. Start service requests received after 4:30 p.m. will be considered as being received on the next working day." The "Activate utilities" section also states: "An acceptable credit reference will show that you had utility service in your name for at least nine consecutive months during the past 24 months. It will also show that you paid your bills on time each month while the service was in your name. The credit reference must be received within two weeks of submitting your application in order for the deposit to be waived." The "Activate utilities" section also states: "To complete the start service form, you will need the following information:"

EUGENE, OR

An infographic titled "The Rental Housing Code Covers the Basics." It lists various requirements for rental properties. The requirements are: HEATING: "There must be a permanently installed heating source able to provide a room temperature of 68°F. Heating devices must conform to applicable laws and fuel-burning appliances must be properly ventilated." SMOKE DETECTION: "Each unit must have an approved and working smoke alarm or smoke detector installed and maintained in accordance with the state building code." SECURITY: "Doors and windows must be equipped with working locks." STRUCTURAL INTEGRITY: "Roof, floors, walls, foundations and all other structural components must meet the building code." WEATHERPROOFING: "Roof, exterior walls, windows and doors must prevent water leakage into living areas; repairs must be permanent and use accepted construction methods." PLUMBING: "Systems must be in a safe and sanitary condition, free of defects, leaks and obstructions; repairs must be permanent and use accepted plumbing methods." ELECTRICAL: "Electrical systems shall be in good working order and conform to applicable law at the time of installation. Repairs must be permanent and through generally accepted electrical methods." APPLIANCES: "All appliances that are furnished by the landlord must be in good working order and shall be maintained by the landlord." CARBON MONOXIDE: "Each unit containing or connected to a carbon monoxide source must have an approved and working carbon monoxide alarm." RATS: "Every dwelling unit must be maintained free of rats." The infographic also includes a "Tips" section on the right side.



Recommendations

CENTRALIZE CODES

- Spreadsheet of all housing-related codes
- Categorize into topic and relevancy

1	Code #	Title	Topic	Who for?	Questions	General summary	Notes
2	2.14.2	Composition and Membership	Housing Authority	Homeowners, Tenants, Landlords	What is the housing authority? Who is apart of the the housing authority? What are the duties of the Housing Authority? How can I contact the Housing Authority? How do I contact the housing director? Housing Authority and Section 8...	The Housing Authority Board consists of 9 total members. All of the members of city council and two members from the public housing authority (which are appointed by the mayor). The responsibilities of the Housing Authority Board is to provide and coordinate subsidized public housing programs. It handles the management of federal public housing programs and section 8 tenant based rental assistance programs.	*current contact information is acced
3	4.2.1, 4.2.2, 4.2.4	Nuisances Enumerated	Nuisances	Homeowners, Landlords,	What is considered a nuisance? What can not go in my front yard? How large of a sign in my yard? What is a home of ill fame? What are the regulations for fencing? Can I run a business from my home? What is an eviction nuisance abatement?	Nuisances in homes include: causing of filth, gambling, drunkenness, loud quarrelling, billboards or signs that obstruct the view of any public streets or common areas, deposits of junk, wood, lumber, metals, vehicles, rubber tires, etc.,	
4	4.2.5, 4.2.6	Abatement Procedures	Nuisances and Eviction	Landlords, Renters	What is the punishment for a nuisance? What is an eviction nuisance abatement?	If one is found guilty of causing a nuisance, they are given 24 hours to resolve the issue. If the situation is not resolved in 24 hours the public works department gives the guilty party or the landlord another 24 hours to, if this is not resolved, there is a \$100 dollar charge to the property owner.	
5	4.3.1, 4.3.3, 4.3.4,	Definitions, Special Refuse Disposal, Disposal Services Provided,	Garbage and Disposal Codes	Landlords, Homeowners, Renters	What is considered waste? What disposal options does the city provide? What will they not provide?	All garbage, recycling, hazardous materials, refuse, and yard waste is considered waste in this code. The city provides garbage disposal of regular garbage, recycling, and special refuse (for things like contagious disease refuse, hypodermic instruments, ashes, cardboard boxes and cartons).	
6	4.3.6	Fees for Service	Disposal Fees	Landlords, Homeowners	How is one charged with garbage disposal, recycling, yard waste, collection sites, bulk item collection services? How are the fees collected?	Fees for disposal are set and determined by the city council. It is charged to the dwelling through the monthly sewage bill. This means any owner of a property owner who provides and pays for the water and sewer consumptions charges of his/her tenants is also responsible for the garbage and refuse services of their tenants.	
7	4.3.5, 4.3.7, 4.3.8, 4.3.9,	Prohibited Acts and Conditions, Collection Rules and Regulations, Violation; Penalty,	Garbage Disposal Regulations	Landlords, Homeowners, Renters	What garbage/recycling containers are required? How can I get a garbage/recycling container replacement? Where should garbage/recycling containers be collected? What type of garbage disposal is prohibited? How are customers penalized for garbage disposal (first, second, third, and fourth warning)?	Owners, agents, or tenants of dwellings are responsible for maintaining litter free sidewalks, alleys, and right of way. They are not allowed to sweep litter into public sidewalks or streets. Nor are they allowed to accumulate garbage in a vehicle that is not specifically designed for holding those materials. Containers provided by the city must be placed off of public sidewalks, streets, and be clear of storm drainage. There is a fee for tenants who fail to comply with these rules.	*provide application
8	4.3.10	Special Exceptions to Burning Ban	Burning Ban	Landlords, Homeowners, Renters	How should one apply for a permit for large open burning sites? How much is the fee for burning exceptions?	The city council has the ability to grant burning exceptions which are also reviewed by the fire department. The application includes name, address and contact informatin, location of burning, dates and times of burning, description of burning and management technique.	
9	4.4.7	Junk Motor Vehicles	Junk Motor Vehicles	Landlords, Homeowners, Renters	What type of junk vehicle is prohibited? How do I know if my vehicle is considred a junk vehicle? What happened if I get a notice of violation? What about a nuisance declared? What are junk vehicle exceptions? How can I redeem an impounded vehicle? Duties of the owner to remove or repair...	Junk motor vehicles are prohibited on private properties. A junk motor vehicle includes any unlicensed vehicle that has either become the habitat of critters, lacking of an engine or other parts that deem it unoperable, or it is a threat to the public health. A nuisance is declared and then a notice of violation is put into place.	
		Definitions, Motor Local Tables		Landlords, Homeowners		In a residential zone during the daytime hours, noise may reach up to	simple key for dBA reference



Recommendations

GRAPHICS

- One to two pages
- Sample graphic

A GUIDE TO

Waterloo Property Maintenance

KEEP WATERLOO UP TO CODE!



1.) LAWN CARE

It is expected that the front of the property looks neat and orderly including keeping grass and other vegetation trimmed and making sure there are no low hanging branches.

2.) SNOW REMOVAL

Unless otherwise stated, the property owner is responsible for the removal of ice and snow accumulation above 2 inches within 48 hours. This excludes properties that are within 5 blocks of downtown, schools or hospitals



3.) TRASH REGULATION

Owners and tenants are responsible for maintaining litter free sidewalks and front yards by utilizing city approved waste receptacles. Brushing litter into the streets or letting litter accumulate on a property is prohibited and associated with a fine.

4.) NOISE CONTROL

During the day a properties noise can not exceed 80 dBA (city traffic or a telephone dial) and can not exceed 50 dBA (the hum of a refrigerator) at night



5.) PERSIABLE PARKING

It is impermissible to park a vehicle in the front yard of a property or in any non-designated parking space. The storage of junk vehicles, or vehicles with out working engines is also prohibited.

CODE NUMBERS:

- 1.Code 7.5.4
- 2.Codes 7.1.2 and 7.2.4
- 3.Codes 4.3.1, 4.3.3, and 4.3.2
- 4.Codes 4.5.2, 4.5.3, and 4.5.4
- 5.Code 4.4.7

Example Graphic



Recommendations

DISTRIBUTE INFORMATION

- Seasonal infographics
- Website

NEXT STEPS

NEXT STEPS

SIMPLIFY
CODES



NEXT STEPS

SIMPLIFY
CODES



INVENTORY
ISSUES



NEXT STEPS

SIMPLIFY
CODES



INVENTORY
ISSUES



CONNECT
WITH LAWYER





Works Cited

“Moving In | City of Ames, IA.” City of Ames, IA, www.cityofames.org/living/rent-smart-ames/tenants/moving-in.

“Rental Housing Code.” Eugene, OR Website, www.eugene-or.gov/845/Rental-Housing-Code.

“Tenant Resources.” City Of Davenport, www.davenportiowa.com/services/tenant_resources.

“Waterloo, IA Laws.” American Legal Publishing Corporation, codelibrary.amlegal.com/codes/waterlooia/latest/overview.

“Welcome to the City of Waterloo, Iowa.” City of Waterloo, Iowa, cityofwaterlooiowa.com/.