

COUNCIL COMMUNICATION

	Number:	21-261	Meeting:	June 14, 2021
	Agenda Item:	54	Roll Call:	[]
	Submitted by:	Chris Johansen, Neighborhood Services Department Director		

AGENDA HEADING:

Amendment to Chapter 60 for purposes of conversion to the EnerGov operating system for rental licensing, elimination of knock out panels, and minor changes.

SYNOPSIS:

The implementation of the City's new EnerGov operation system necessitates code changes to move from a rental certificate program to a rental license program. The amendments do not substantially change the program. The real estate investors and landlords will see no change in the license process in terms of length of license or the expiration of the license.

The proposed amendment also requires knock out panels that allow emergency access through an adjacent apartment be eliminated. The elimination will be phased in and all will be required to be completed by June 1st of 2025.

Additional public nuisance criteria are being added in the code as they are set out in the International Property Maintenance Code.

There are also several scrivener's errors being corrected.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- EnerGov is a computer program that will allow more functionality for City staff and residents of the City. Specifically, for Neighborhood Services and the Neighborhood Inspections Division it will change the way the rental inspection program is conducted. Chapter 60 contains specific guidelines for how the City intakes applications, conducts inspections and processes compliance. The EnerGov program is designed to allow the owner of a property to obtain a business record to conduct business.
- The changes will amend the code to align with the new business process being offered in EnerGov.

- The rental records can be processed under individual rental licenses. This will allow the property owner to better manage all rentals as they will be found under one (1) business record. They will be able to apply online, pay online, schedule inspections online and receive notifications by email. The simplification of the system will increase staff efficiency, reduce the use of paper and mailing costs and allow the property owner instant access to information.
- The City has allowed the use of knockout panels for emergency exiting in structure converted from single family to multi-family dwellings. The system allows a tenant to access another unit by means of braking out a glass panel to gain access to the unit. The unit will then provide an emergency egress such as a fire escape.
- Since the knockout panel will allow anyone, at any time, access to the unit tenants often block access and/or board up the glass panel. This becomes a safety issue in case of a fire or natural disaster. Staff feels this existing system should be eliminated to protect safety of occupants. The proposal will allow property owners time to phase out this exiting system by June of 2025.
- The City adopted the International Property Maintenance Code as the bases for rental code and the public nuisance process. It contains the criteria for declaring a structure a public nuisance. Previous amendments included some, but not all, of the criteria for what constitutes a public nuisance. This amendment brings all of the criteria into Chapter 60 so they can be included in a notice of violation.
- Staff took the opportunity, with this amendment, to correct misspellings, grammatical errors and style errors. None of the amendments change the substance of the code.

PREVIOUS COUNCIL ACTION(S):

Date: February 20, 2017

Roll Call Number: [17-0317](#)

Action: [Final](#) consideration of ordinance above (waiver requested by the applicant), requires six votes. Move by Gray that the rule requiring that an ordinance must be considered shall be voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, that the ordinance be placed upon its final passage and that the ordinance do now pass. Ordinance number [15, 561](#). Approved 7-0.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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