



City of Hutchinson **Rental Unit Registration/Inspection F.A.Q. and Important Information**

Q. What is the purpose of the Rental Unit Registration and Inspection Program?

A. *This program is in place to ensure residential rental units in the City meet City and State safety, health, fire, and zoning laws and codes in order to promote the public health, safety, and welfare of the community at large and the residents of rental units within the City.*

Q. Who must register and be inspected?

A. *All residential rental property (apartments, boarding houses, group homes) in the City of Hutchinson. Hospital rooms, nursing home rooms, or other similar rental spaces are exempt from the program, providing the facility is registered or licensed by the State of Minnesota or the City Hutchinson and 100% of the units are inspected annually by the licensing agency.*

Q. How long is a rental unit registration valid?

A. *All residential rental units must be registered with the City annually.*

Q. What happens to the registration of a property if it is sold?

A. *If the new owner intends to continue operating the property as a rental unit, the new owner must submit to the City the new owner's name, address, phone number, fax number, and e-mail address. The new owner must also submit the name, address, phone number, fax number, and e-mail address of the owner's designated Local Property Manager prior to taking possession of the rental property. A new registration fee is not required during the year in which a change of ownership takes place.*

Q. What is to be done with the rental unit registration certificate?

A. *Each rental unit registration holder is required to post the rental unit registration in a conspicuous spot near the front entry to the rental unit in a public corridor, hallway, or lobby. The registration holder must also retain a copy of the registration on file and must be able to produce it upon demand.*

Q. What type of things will the City Inspector look for when inspecting residential rental units?

A. *The City Inspector will be inspecting to ensure rental units provide minimum health, safety, and welfare components. The City's Residential Rental Unit Checklist is, available for download at: <https://www.ci.hutchinson.mn.us/wp-content/uploads/2019/06/6.7.2019-City-of-Hutchinson-Rental-Unit-Inspection-checklist.pdf> and provides a brief description of each inspection checklist item. Among other things, the inspector will look to make sure the walls, ceilings, floors, windows, and doors of the rental unit are intact and in good repair, that the unit is sanitary, that there are no visible leaks in the plumbing system and it's working as it should, and that all the required smoke and carbon monoxide alarms are in place and working as they are required to be.*

Q. How can the City Inspector enter a private residence?

A. *The City Ordinance which regulates the registration and inspection residential rental units within the City states "all persons authorized herein to inspect shall have the authority to enter, with seven days' notice to the registration holder or property manager any rental unit or structure containing a rental unit, registered or required to be registered, for the purpose of enforcing this Ordinance." Property owners are also required to provide tenants reasonable notice before entering rented property.*

Q. What is required if a rental property does not meet the minimum safety and health requirements of this ordinance?

A. The property owner is responsible to ensure all corrections are completed. If corrections are not completed within the timeframe specified by the City Inspector or efforts to create a timeline for completion of corrections are unsuccessful, the rental property's registration may be revoked. If a registration is revoked before the end of a lease period, the property owner is responsible for providing interim housing for the displaced tenant(s), per City Code of Ordinances Chapter 122.

Q. Is a property owner allowed to pay a fine in lieu of making required corrections to a rental unit?

A. Violations of the Rental Unit Registration and Inspection ordinance are a misdemeanor. Each separate day on which a continuing violation occurs is a separate violation. Upon conviction of violating this ordinance, the violator shall "be punished by a fine not to exceed the maximum penalties for misdemeanor crimes, together with the costs of prosecution. Each day that a violation continues shall be deemed a separate punishable offense"

Smoke Alarms - 2006 IPMC Section 704.2

- Smoke alarms are required to be mounted on the ceiling or wall outside of each sleeping area in the immediate vicinity of the sleeping rooms.
- Smoke alarms are required to be installed in each room used for sleeping purposes.
- Smoke alarms are required in each story within a dwelling unit.

Carbon Monoxide Alarms - MN Statute 299F.51

- Carbon Monoxide Alarms are required to be installed and operational within 10 feet of each room lawfully used for sleeping purposes.