

RESOLUTION #25-14

RESOLUTION ESTABLISHING RENTAL REGISTRATION AND INSPECTION PROGRAM GUIDELINES

WHEREAS, the Code of Ordinances of the City of Alta, Iowa, 2014 requires residential rental dwellings to be registered with and inspected by the City of Alta, and

WHEREAS, the Code of Ordinances of the City of Alta, Iowa, 2014 gives the Alta City Council authority to determine rental housing registration fees, re-inspection fees due to noncompliance related to deficiencies, and late fees for non-registration of rental housing property, and

WHEREAS, the City of Alta does not currently have a Rental Registration and Inspection Program, and

WHEREAS, there is a need to establish fees and further guidelines for rental housing registration and inspection;

THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Alta, Iowa, that the Rental Registration and Inspection Program is hereby established. The program will be reviewed and adjusted as needed by the council.

PASSED AND APPROVED by the City Council of the City of Alta this 8th day of September, 2025.

AYES: Henderson, Hansen, B. Walsh, Suter, McGowan

NAYS: None

ABSTAIN: None


Kevin Walsh, Mayor

ATTEST:


Lindsay Brown, City Clerk

Rental Registration and Inspection Program

City of Alta

Overview:

Every residential rental dwelling is required to be registered and inspected by the Code of Ordinances of the City of Alta, 2014. Registration enables better record-keeping and ensures that inspections are done regularly to certify that residential rental structures are fit for human habitation, occupancy, or use.

Current Program:

1. Registration
 - a. Every residential rental dwelling unit shall be registered with the City of Alta within 60 days of adoption of this program. Units placed in rental service after the adoption of this ordinance shall be registered within 30 days.
 - b. Registration forms can be obtained from City Hall and shall be returned to City Hall with payment.
 - c. Landlords with multiple units will be able to stagger registrations to avoid renewal of all units in the same year.
2. Duration
 - a. Rental Registrations are valid for 3 years.
 - b. All registrations expire on March 31.
 - c. New registrations will expire two years from the next March 31 and will be prorated. (If registered in July 2024, registration will expire March 31, 2027 and the fee will be prorated.)
3. Fees
 - a. Single Family Rental Unit- \$100 per unit
 - b. Multi-Family Rental Unit- \$60 per unit
 - c. Late fee after 30 days of non-registration- up to \$150 per unit
4. Inspections
 - a. One Rental Inspection is required during the registration period and is included in the registration fee.
 - b. One re-inspection due to non-compliance related to deficiencies is also included.
 - c. Additional re-inspections will be subject to a \$50 fee.
 - d. Inspections due to filed complaint will be subject to a \$50 fee if complaint is deemed valid by the City Code Officer.
 - e. Inspection checklists are available with the City Code Officer for owners who would like to pre-inspect their rental unit.