

**CITY OF GENEVA**

**CITY COUNCIL ORDINANCE NO 5-2022**

**ORDINANCE ADDING CHAPTER 111-A TO THE GENEVA  
CITY MUNICIPAL CODE ENTITLED "PRIVATE LANDLORD REGISTRATION"**

**WHEREAS** it is the policy of the City of Geneva to promote the availability and accessibility of safe housing for all persons in the City, and

**WHEREAS**, identification of private residential rental properties in the City and the ownership of said properties is incomplete, and

**WHEREAS**, creation of a registry of private rental properties in the City will facilitate contact by the City with the owners of such properties to resolve code issues, to identify and prosecute nuisances, and resolve other matters in a timely and expeditious manner, and

**WHEREAS**, creation of a registry of private residential rental properties in the City will enable the City to provide information to landlords, renters, and State and Federal agencies to enable access to financial assistance, including funds available regarding COVID-19 impacts,

**THEREFORE, BE IT ORDAINED BY THE GENEVA CITY COUNCIL THAT A NEW  
CHAPTER SHALL BE ADDED TO THE GENEVA CITY MUNICIPAL CODE  
IDENTIFIED AS CHAPTER 111-A,  
ENTITLED "PRIVATE LANDLORD REGISTRY"**

**111-A-1 PURPOSE**

The purpose of this chapter is to establish a procedure for the identification and registration of private residential rental properties as defined herein, and to ensure that the City of Geneva, hereinafter "City", has a meaningful, efficient, and effective means of communicating with private landlords. This chapter is adopted to promote the health and safety of tenants and residents of the City, and to alleviate conditions of substandard housing.

**111-A-2 ENFORCEMENT**

This registry shall be enforced by the City Office of Code Enforcement. See § 230-12. Code Enforcement Officers and Inspectors.

### 111-A-3 DEFINITIONS

- A) **REGISTRY AUTHORITY** shall mean the City Office of Code Enforcement.
- B) **PRIVATE LANDLORD** shall mean any private person or persons, Corporation, LLC, or other entity who owns, leases, or has any interest in and leases Private Residential Rental Property or properties in the City.
- C) **PRIVATE RESIDENTIAL RENTAL PROPERTY** shall mean any Dwelling, as defined now in the City Code under §350-2(A) thereof, or as hereinafter amended, which is, or any part of which, is leased by a private landlord for residential purposes.
- D) **DWELLING UNIT** shall have the same meaning as defined in the City Code, under §350-2(A) thereof, or as hereinafter amended, under the term “Dwelling”.

### 111-A 4 REGISTRATION OF PRIVATE LANDLORDS

- A) All Private Landlords shall be required to provide information as stipulated in subdivision B below within ninety days of the effective date of this ordinance or within 10 days of acquiring an interest in private residential rental property by deed, lease, or other transaction. Failure to register or maintain accurate information, may result in the suspension of the Certificate of Occupancy for the property in question and a penalty of Two Hundred and Fifty dollars. Penalty must be paid in full and re-inspection of affected property or properties must be completed before suspension will be lifted.
- B) Private Landlord Information: name of the person or persons, the Corporation, the LLC, or other entity; a physical address; a mailing address; primary and secondary telephone numbers; a fax number; and an email address.

ADOPTED BY THE GENEVA CITY COUNCIL ON June 1, 2022.

ATTEST:

*Steve Valentino*

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Mayor

*Lori Guinan*

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City Clerk