

# CITY OF LA SALLE LANDLORD TRAINING

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ANDY BACIDORE, BUILDING  
INSPECTOR

BUILDING DEPARTMENT



# PURPOSE OF LANDLORD TRAINING

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- To improve communication between the City of La Salle and its landlords by:
  - Insuring all landlords are kept up to date on all current ordinances, rules and regulation regarding rental units in La Salle.
  - Insuring the City of La Salle has up to date contact information for property owners.
- To get feedback from landlords on possible ideas to improve housing in the City of La Salle.

# STATS ABOUT LASALLE RENTALS

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- Program was put into effect on March 31<sup>st</sup> 2003.
- The per-unit fee has remained the same since the program's inception.
- There are roughly 1,200 rental units in the City of La Salle and 700 landlords
- The program began as a response to a dramatic increase in rental units as an aging population sold off their older homes and buyers turned those units to rentals.
- The City of La Salle wanted to improve property maintenance issues by holding owner-occupied property as well as rental property owners accountable.

# INSPECTION PROCESS

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- All new rental units must pass an inspection before a license is issued.
- Inspection will be scheduled shortly after a request for a license and inspection is received
- All areas of the premises will be inspected inside and outside.
- Pre-inspection checklist and property maintenance hand book are available on the City of LaSalle Website under “Departments” and then “Building Department” on the front page.
- Failure to comply could result in violations/fines issued from \$50 up to \$500 per day of non-compliance.

# INSPECTION PROCESS (CONT.)

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- Violations may require follow-up inspection with possible additional inspection fee or delay in occupancy.
- After successfully completing the inspection process, a certificate will be sent via mail or email to the landlord's address.
- A license is good for a period of one year.
- Additional inspections will be determined by the amount of reoccurring complaints or violations.
- Landlord training certificate is good for 4 years and is a requirement to receive license.

# REASONS FOR REVOCATION OF RENTAL LICENSE.

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- Failure to pay yearly license fee.
- Failure to correct property maintenance violations as specified by the building department.
- Unsafe buildings
- Crime Free housing violations
- Lack of basic utilities.

# PROPERTY MAINTENANCE ISSUES (EXTERIOR PROPERTY)

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- Grass, weeds must not exceed 6 inches in length. Remember this when scheduling grass cutting services as that is not an acceptable excuse.
- No vehicles parked on unpaved surfaces.
- No inoperable and or unlicensed vehicles on property or roadway.
- No grass clippings on roadway.
- No dead trees on property
- No bushes or trees hanging over sidewalks as to cause injury or damage.
- All portions of an alley diamond must be kept clear of junk, weeds etc.
- No accumulation of junk, scrap or old lumber on property. No Scrap yards



Property Maintenance Issues (Exterior)







Garbage Ordinance

# PROPERTY MAINTENANCE ISSUES (EXTERIOR STRUCTURE)

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- No damaged roof shingles.
- No damaged siding or unfinished siding.
- No broken windows. Screens on windows.
- All gutters and downspouts in good condition allowing proper drainage.
- Soffits, fascia in good shape and installed where required.
- Chimneys in safe condition.



# GARBAGE ORDINANCE

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- No garbage can be put curbside until after 5pm the night before pickup. No putting items at curb for people to take.
- Two 32-gallon cans per week and only one large item per week.
- No emptying of tenants' items on the curb. Special arrangements must be made for either a dumpster or with waste hauler.
- Eviction when the sheriff says put tenants belongings on the curb is prohibited.
- Four or more unit buildings must have a dumpster available to tenants.
- Overflowing dumpsters are a violation.

# PROPERTY MAINTENANCE ISSUES (INTERIOR)

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- No holes in walls or ceilings. No flaking paint or peeling wallpaper or damaged plaster.
- No damaged staircases. Over 4 steps must have handrail.
- No evidence of water leaks such as water marks, mold and mildew.
- No exposed electrical wires.
- Ground fault receptacles within 6 feet of water
- Windows must operate and stay in position when raised. Must lock or latch.
- Proper room size for number of occupants. Proper ceiling height.
- All doors must lock and latch.



# PROPERTY MAINTENANCE ISSUES (INTERIOR)

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- Minimum standards for room size and ceiling height.
  - Minimum ceiling heights. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of not less than 7 feet.
- Exceptions:
  1. In one- and two-family dwellings, beams or girders spaced not less than 4 feet on center and projecting not more than 6 inches below the required ceiling height.
  2. Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a ceiling height of not less than 6 feet 8 inches with not less than 6 feet 4 inches (1932 mm) of clear height under beams, girders, ducts and similar obstructions.
  3. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least 7 feet over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of 5 feet or more shall be included.
- Area for sleeping purposes. Every bedroom occupied by one person shall contain at least 70 square feet of floor area, and every bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each occupant thereof.



# EFFICIENCY UNITS

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- Efficiency units occupied by not more than two occupants shall have a clear floor area of not less than 220 square feet, exclusive of sink and kitchen counter, kitchen appliances and bathroom areas.
- For three occupants not less than 320 square feet .
- All efficiency units shall have a kitchen sink, cooking appliance, refrigeration equipment and a clear working counter space of not less than 30 inches.
- All efficiency units shall have a separate bathroom containing a water closet, lavatory and a bath tub or shower.

# ANY QUESTIONS?

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# RENTAL PRESENTATION SIGNATURE VERIFICATION PAGE.

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The undersigned below is an affirmation that the registered owners of the listed rental property have reviewed the Residential Rental Property Power Point regarding rules and regulations.

The signing of this document will serve as a record of reviewing the power point regarding rental property in LaSalle. Unsigned documents will not be accepted.

Fill out form sign and return via email to the following address: [d.hocking@lasalle-il.gov](mailto:d.hocking@lasalle-il.gov) or by regular mail to City of LaSalle, 745 Second Street LaSalle Illinois 61301 Attention: Building department.

Address of rental unit or units: \_\_\_\_\_.

Name of Property owner (print): \_\_\_\_\_.

Signature of owner: \_\_\_\_\_.

Date: \_\_\_\_\_.

