



1        *Apartment* means a community, complex or building having a common owner and containing at  
2 least one rental dwelling unit.

3        *City* means the City of Ramsey.

4        *City approved inspector's report* or *inspection report* means a rental dwelling inspection report  
5 prepared and signed by the city's rental housing inspector or inspector contracted by the city to conduct an  
6 inspection and provide a report to the city.

7        *City administrator* means the city administrator of the City of Ramsey, or designee.

8        *Dwelling* means a building or one or more portions of a building occupied or intended to be  
9 occupied for residential purposes of a continued nature.

10       *Let for occupancy* or to *let* or to *rent* means to permit possession or occupancy of a dwelling or  
11 rental dwelling unit by a person who is not the legal owner of record thereof, pursuant to the terms of a  
12 written or unwritten lease.

13       *Manager* means any person who has charge, care or control of a dwelling that is required to be  
14 licensed under this chapter.

15       *Operate* means to charge a rental charge, fee or other form of monetary or non-monetary  
16 compensation for the use of a rental dwelling unit.

17       *Occupant* means any person occupying, living, or sleeping or having possession of a space within  
18 any dwelling.

19       *Owner* or *licensee* means any person having a legal or equitable interest in a dwelling that is  
20 required to be licensed under this chapter as recorded in the official state, county or city records as  
21 holding title to the property or otherwise having control of the property.

22       *Person* may be an individual, corporation, firm, association, company, partnership, organization or  
23 any other group acting as a unit.

24       *Rental dwelling* means any dwelling used for residential occupancy by one or more persons who are  
25 not the owner or a member of the owner's immediate family.

26       *Rental dwelling license* means a certificate issued by the city administrator or designee after the  
27 rental dwelling or rental dwelling unit has passed a rental dwelling inspection.

28       *Rental dwelling unit* means any room or rooms, or space, in any rental dwelling designed or used for  
29 residential occupancy by one or more persons who are not the owner or the owner's qualifying relative.  
30 Qualifying relative is defined as: parent, stepparent, child, stepchild, grandparent, grandchild, brother,  
31 sister, uncle, aunt, nephew or niece. This relationship may be either by blood or by marriage.

32       *Short term rental (STR)* means a dwelling unit, offered to the public in exchange for money, goods  
33 or services, on a nightly or weekly basis for not more than 30 consecutive days.

34       *Tenant* means any person occupying a dwelling unit or having possession of a space within a  
35 dwelling unit who pays, in any manner, for the right to occupy such space or who has a leasehold right to  
36 occupy the dwelling unit.

37 (Ord. No. 21-17, § 2, 8-24-2021; Ord. No. 23-16, 9-12-2023)

38 **Secs. 26-616—26-644. Reserved.**

39 *DIVISION 2. LICENSE*

40 **Sec. 26-645. License required.**

1 No person shall operate a rental dwelling building or unit without first having obtained a license to  
2 do so from the city.

3 (1) A rental license is required for all rentals, including short term rentals (STRs).

4 (2) Tents, campers, trailers, yurts, and similar may not be rented out or used as residences. Only  
5 those places of residence with active certificates of occupancy (CO) for habitation may be  
6 rented. Property owners may not let or rent land for camping unless locating in a properly  
7 zoned and designated campground in accordance with City Code.

8 (3) Exceptions.

9 a. These rental licensing requirements do not apply to residential property that has been sold  
10 on a contract for deed so long as the purchaser (vendee) occupies the property and the  
11 sale document used to memorialize the sale is a Minnesota uniform conveyancing blank  
12 and is recorded with the Anoka County Recorder's office and a copy is provided to the  
13 city upon request.

14 b. These rental licensing requirements do not apply to residential property that is occupied  
15 by the owner or the owner's qualifying relative and two or fewer tenants where the owner  
16 and the tenants share all living space within the dwelling.

17 c. Rental licensing fees and conversion fees do not apply to a dwelling owned by a member  
18 of the United States armed services who is on active duty and the property is rented to  
19 another person during the time of active duty. The owner must provide the city with a  
20 copy of the owner's military orders and must occupy the property when not on active duty  
21 as the owner's primary residence.

22 (4) As a condition of the license, the licensee must, as a continuing obligation, conduct criminal  
23 background checks and credit history checks on all prospective tenants and maintain a current  
24 roster of tenants and other persons who have a lawful right to occupy the rental dwelling or  
25 rental dwelling units. The licensee must designate the name of the person or persons who will  
26 have possession of the roster and must promptly notify the city administrator of any change in  
27 the identity, address or telephone numbers of the designee. The roster must be available for  
28 inspection by city officials upon request. If a person under investigation by the city claims a  
29 lawful right to occupy a rental dwelling unit or be present on the rental property, the city  
30 administrator or designee may request to inspect the lease for the unit in which the person  
31 claims to reside. Upon such request, the licensee shall provide the lease for inspection.

32 (5) Written tenant application and lease agreement required. The licensee must screen all potential  
33 tenants using a written tenant application. The licensee must use a written lease agreement for  
34 all tenants. The licensee must have all tenants execute a Minnesota Crime Free Housing Lease  
35 Addendum. The written tenant application must include sufficient information so that the  
36 licensee can conduct appropriate criminal background and credit checks on prospective  
37 tenants. The written tenant application and written lease agreement and the Minnesota Crime  
38 Free Housing Lease Addendum for each tenant must be part of the licensee's files. Upon  
39 request the licensee must show proof, satisfactory to the city, that the licensee is maintaining  
40 the documents required by this section. Failure to use, maintain, or provide these documents to  
41 the city upon request is a violation of this chapter.

42 (Code 1978, § 7.15, subd. 1; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
43 § 2, 10-25-2016; Ord. No. 21-17, § 2, 8-24-2021; Ord. No. 23-16, 9-12-2023)

44 **Sec. 26-646. Application.**

- 1 (a) Application for an initial or renewal license shall be made by the owner of rental units or by the  
2 owner's legally constituted agent to the city on forms provided by the city. Applications shall  
3 include, at a minimum:
- 4 (1) Name, address, telephone number, email address, and date of birth of the dwelling owner,  
5 principal partners if a partnership, or corporate officers if a corporation.
  - 6 (2) Name, address, telephone number, email address, and date of birth of the designated local  
7 agent, if any.
  - 8 (3) Local address of the dwelling.
  - 9 (4) Number of buildings.
  - 10 (5) Number of dwelling units within each building.
  - 11 (6) Description of procedure through which tenant inquiries and complaints are to be processed.
  - 12 (7) Whether the rental license is for a multifamily building, single-family dwelling, or short term  
13 rental.
  - 14 (8) Photocopy of a current state issued driver's license or current identification card to verify  
15 owner or agent resides within 75 miles of city.
- 16 (b) Every person holding a license shall give notice in writing to the city, within ten business days after  
17 any change to any of the required information.
- 18 (c) Application for license renewal shall be filed at least 30 days prior to the license expiration date. An  
19 initial or renewal license shall not be issued until the city has determined that the premises are in  
20 conformance with all state and local laws and ordinances, except as otherwise required by this  
21 article.
- 22 (d) A criminal background investigation will be conducted on the owner listed on the application. If the  
23 dwelling is owned by more than one individual the city may request additional information from the  
24 license applicant regarding all owners. If the dwelling is owned by a business entity the city may  
25 request additional information regarding all officers, managers, or directors, and may conduct  
26 additional background investigations as it deems necessary. The applicant shall pay a background  
27 investigation fee for each background investigation conducted. The applicant shall obtain any  
28 necessary signature on a release provided by the city authorizing the city to conduct the  
29 investigation.
- 30 (e) Criminal background investigations are not required for renewal applications and no background  
31 investigation fee shall be required; however, the police department or other city staff may conduct a  
32 background investigation at its sole discretion.
- 33 (Code 1978, § 7.15, subd. 4; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
34 § 2, 10-25-2016; Ord. No. 21-17, § 2, 8-24-2021; Ord. No. 23-16, 9-12-2023)

35 **Sec. 26-647. Fees.**

- 36 (a) License fees shall be established by ordinance. All required fees shall accompany an initial or  
37 renewal application. A delinquency penalty of five percent of the license fee shall be charged for  
38 each day of operation without a valid license up to 90 days. Thereafter, the city may take appropriate  
39 action to prevent the continued use of the affected dwelling unit in accordance with state and local  
40 laws and ordinances.
- 41 (b) A licensee shall not be entitled to a refund of any license fee upon revocation or suspension.

1 (c) A reinspection fee, established from time to time, by the city council shall be charged for each  
2 reinspection required to follow-up for any inspection. Reinspection fees shall be payable at time of  
3 reinspection and no renewal license shall be issued unless all inspection fees are paid.

4 ~~(d) A conversion fee for conversion to rental. A residential dwelling or dwelling unit that is converted to  
5 a rental property shall pay a conversion fee approved in the fee schedule established by the city  
6 council. The conversion fee includes the rental license application fee the first year. Fees charged for  
7 required educational training are not included in the conversion fee.~~

8 ~~(1) Exemptions. All properties that have been converted to a rental dwelling prior to the adoption  
9 of this code, are exempted from paying a conversation to maintain the property as a rental.  
10 Once a dwelling unit is converted back to a non rental, the exemption is voided.~~

11 (e) Reinstatement fee. A residential dwelling or dwelling unit in which the license has been suspended  
12 or revoked must pay a reinstatement fee according to the city fee schedule to reinstate the license.

13 *Table 1.*

14 **Fee Discounts Associated with Level of Participation in the Crime Free Housing Program**

<del>-Annual License Fee Discount for Crime Free</del>	<del>Phase 3 Participant</del>	<del>Phase 2 Participant</del>	<del>Phase 1 Participant</del>
<del>Multi Family</del>	<del>25%</del>	<del>10%</del>	<del>0</del>
<del>Single Family</del>	<del>25%</del>	<del>10%</del>	<del>0</del>
<del>Short Term Rental (STR)</del>	<del>25%</del>	<del>10%</del>	<del>0</del>
<del>State/County/Federally Licensed Facilities</del>	<del>25%</del>	<del>10%</del>	<del>0</del>

15  
16 (Code 1978, § 7.15, subd. 3; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
17 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

18 **Sec. 26-648. Expiration of license.**

19 Licenses shall be issued every year and shall expire on the anniversary date of the license. License  
20 fees will be established by the city council, and determined by the city's fee schedule.

21 (Code 1978, § 7.15, subd. 2; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
22 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

23 **Sec. 26-649. Local agent.**

24 (a) No license shall be issued or renewed if the owner does not reside within 75 miles of the rental  
25 dwelling units unless such owner designates in writing the name and contact information (verified  
26 by ~~drivers~~ driver's license or identification card) of a local agent who resides within 75 miles of the  
27 rental units, who is responsible for the maintenance upkeep of the building, and who is legally  
28 constituted and empowered to receive service of notice of violation of the provisions of this Code, to  
29 receive orders, to institute remedial action to effect such orders, and to accept all service of process  
30 pursuant to law. The city shall be notified in writing of any change of local agent. No P.O. Boxes  
31 will be accepted without a current owner address.

32 (b) Licensees are responsible for acts or omissions of their managers or local agents as it pertains to the  
33 rental dwelling.

34 (Code 1978, § 7.15, subd. 6; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
35 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

36 **Sec. 26-650. Inspection.**

- 1 (a) *Inspections.* The city administrator or designee is authorized to make inspections reasonably  
 2 necessary to enforce this chapter. All authorized inspectors have the authority to enter any rental  
 3 dwelling or rental dwelling unit at all reasonable times. Pursuant to Minnesota Statutes, Section  
 4 504B.211, the licensee is responsible for scheduling the inspection and notifying any existing tenant  
 5 of the inspection. The licensee must provide access to the requesting city official at the date and time  
 6 of the scheduled inspection. Failure to provide access for any reason may result in a re-inspection  
 7 fee, in addition to any other sanctions imposed for noncompliance
- 8 (b) *Application inspections.* By submitting an application for an initial or renewal license, the applicant  
 9 agrees to submit the rental property to an inspection, subject to reasonable notice from the city.
- 10 (c) *Compliance inspections.* In the event the city receives or obtains information indicating a possible  
 11 violation of City Code on the premises of a rental dwelling unit, the city may seek access to the  
 12 property for the purpose of a compliance inspection. If the property owner, agent or tenant refuses  
 13 entry to the property or dwelling, the city may pursue any remedy at law, including an administrative  
 14 search warrant.
- 15 (d) *Access by occupant.* Each occupant of a rental dwelling or rental dwelling unit shall give the  
 16 licensee, manager, or authorized city official access to any part of such rental dwelling or rental  
 17 dwelling unit at reasonable times for the purpose of inspection, maintenance, repairs or alterations as  
 18 are necessary to comply with the provisions of this chapter.

19 *Table 2.*

20 ~~The table below outlines the required inspections based on the participation level of the license~~  
 21 ~~holder in the Crime Free Housing Program. Inspections may be required, outside of the referenced table~~  
 22 ~~as required by city administrator.~~

<del>Inspection Schedules</del>	<del>Phase 3 Participant</del>	<del>Phase 2 Participant</del>	<del>Phase 1 Participant</del>
<del>Multi Family</del>	<del>3 Years</del>	<del>2 Years</del>	<del>Annually</del>
<del>Single Family</del>	<del>3 Years</del>	<del>2 Years</del>	<del>Annually</del>
<del>Short Term Rental</del>	<del>3 Years</del>	<del>2 Years</del>	<del>Annually</del>
<del>State/County/Federally Licensed Facilities</del>	<del>3 Years</del>	<del>2 Years</del>	<del>Annually</del>

23  
 24 (Code 1978, § 7.15, subd. 7; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
 25 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

26 **Sec. 26-651. Issuance.**

27 All rental licenses may be approved administratively unless the city administrator determines there  
 28 may be grounds for denial. When it is determined there is grounds for denial, the city administrator must  
 29 present findings to the city council for review at which point the city council may approve or deny the  
 30 rental license.

31 (Code 1978, § 7.15, subd. 5; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
 32 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

33 **Sec. 26-652. Posting license and notifications for public hearings.**

- 34 (a) Every licensee of a residential rental facility containing three or more dwelling units, or a short-term  
 35 rental (STR), shall cause to be conspicuously posted in the main entryway or other conspicuous  
 36 location therein the current license for the dwelling. Every licensee of a single occupancy facility

1 shall provide to the occupant of the dwelling unit, a certified copy of the current license for the  
2 dwelling.

- 3 (b) The licensee must, as a continuing obligation of the license, provide written notice to tenants or in  
4 the alternative, post the written notice in the lobby or common area of the rental dwelling for any  
5 public hearing notice received by the licensee that pertains to the rental dwelling, the rental dwelling  
6 unit, the property on which the rental dwelling is located or any adjacent rights of way.

7 (Code 1978, § 7.15, subd. 8; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
8 § 2, 10-25-2016; Ord. No. 21-17, § 2, 8-24-2021; Ord. No. 23-16, 9-12-2023)

9 **Sec. 26-653. License not transferable.**

10 No license shall be transferable to another person or to another rental dwelling or rental dwelling  
11 unit. Every person holding a license shall give notice in writing to the city within ten business days after  
12 having legally transferred or otherwise disposed of the legal control of any licensed rental dwelling. Such  
13 notice shall include the name and address of the person succeeding to the ownership or control of such  
14 rental dwelling or dwellings. The successor shall apply to the city for a new rental license.

15 (Code 1978, § 7.15, subd. 9; Ord. No. 03-26, 8-25-2003; Ord. No. 10-13, § 2, 9-28-2010; Ord. No. 16-09,  
16 § 2, 10-25-2016; Ord. No. 23-16, 9-12-2023)

17 *~~DIVISION 3. CRIME FREE HOUSING~~*

18 **~~Sec. 26-654. Crime Free Rental Housing Program.~~**

19 ~~The licensee or manager is required to complete the Phase One educational course of the Crime Free~~  
20 ~~Rental Housing Program, or similar course as approved by the city. Certification as a rental property~~  
21 ~~manager may also be considered by the city to satisfy this requirement. To promote the benefits of the~~  
22 ~~program, the city encourages licensees to fully participate in the Crime Free Rental Housing Program.~~  
23 ~~The licensee must provide proof that the licensee or manager has either successfully completed the phase~~  
24 ~~one educational course or the licensee or manager has registered to attend a phase one educational course~~  
25 ~~before a rental license will be issued.~~

26 ~~(1) Phase one participant (required for licensure).~~

27 ~~a. The licensee or the manager with control over the rental dwellings and rental dwelling~~  
28 ~~units must attend, at a minimum, the Phase I crime free rental housing educational course~~  
29 ~~or similar course as approved by the city administrator as a condition of receiving or~~  
30 ~~renewing a license. The cost of attending the educational requirements under this section~~  
31 ~~shall be paid in addition to any license and inspection fees. Course attendance will be~~  
32 ~~required on a schedule to be determined by the city administrator.~~

33 ~~b. The licensee and/or manager must attend an eight hour crime free housing course~~  
34 ~~presented by police, fire, public housing and others.~~

35 ~~c. Use a written lease including the Minnesota Crime Free Housing Lease Addendum.~~

36 ~~d. Check the criminal background and credit score of all prospective tenants.~~

37 ~~e. Actively pursue the eviction of tenants who violate the terms of the lease and/or the crime~~  
38 ~~free lease addendum.~~

39 ~~(2) Phase two participant (includes phase one plus the following).~~

- ~~a. Complete a security assessment and complete the security improvements recommended. This phase will certify that the rental dwelling has met the security requirements for the tenant's safety.~~
- ~~b. For rental dwellings with four or more units, attend a minimum of 25 percent of owners/managers association meetings.~~
- ~~e. For rental dwellings with less than four units, attend licensee/manager refresher training at least once every three years and conduct an exterior inspection of the property at least once every year~~

~~(3) Phase three participant (includes phase one and two plus the following):~~

- ~~a. For rental dwellings with four or more units, conduct resident training annually for the residents where crime watch and crime prevention techniques are discussed.~~
- ~~b. For rental dwellings with four or more units, hold regular resident meetings.~~
- ~~c. For rental dwellings with four or more units attend a minimum of 50 percent of licensee/managers association meetings.~~
- ~~d. Have no unresolved City Code violations within the past year.~~
- ~~e. For rental dwellings with less than four units, attend annual refresher training approved by the city administrator at least one time per year and verify attendance.~~
- ~~f. For rental dwellings with less than four units, meet with tenants at least one time per year, inspect the exterior of the dwelling at least quarterly, and inspect the interior of the dwelling unit at least one time per year and provide written verification on a form provided by the city.~~

(Ord. No. 23-16, 9-12-2)

*DIVISION 4. PENALTIES*

**Sec. 26-655. License denial, suspension, or revocation.**

- (a) *Grounds for denial, suspension or revocation.* The city administrator may temporarily suspend, deny or not renew a license and the city council may revoke or suspend a license for any of the following reasons that shall also constitute a violation of this chapter:
- (1) The property does not conform to City of Ramsey Zoning Code;
  - (2) The property does not comply with a health, building, maintenance, or other provisions of the City Code or state law;
  - (3) The licensee has failed to pay the license fee, inspection fees, the investigation fee, or a fine that has been imposed;
  - (4) The licensee has made fraudulent statements, misrepresentations, or false statements in the application or investigation or in any information required by this chapter;
  - (5) Conviction of a background check crime as defined in Minn. Stats. § 299C.67, subd.2, as may be amended from time to time; or any crime related to the business licensed and failure to show, by competent evidence, rehabilitation and present fitness to perform the duties of the business;
  - (6) Operating or allowing the rental property to be used in such a manner as to constitute a breach of the peace, a menace to the health, safety, and welfare of the public, or a disturbance of the peace or comfort of the residents of the city, upon recommendation of the chief of police;

- 1 (7) Actions unauthorized or beyond the scope of the license granted;
- 2 (8) The licensee's rental license to operate a rental dwelling in another jurisdiction has been  
3 denied, revoked, or suspended;
- 4 (9) Failure to schedule and/or allow rental or building inspections of the licensed premises, for the  
5 purpose of ensuring compliance with rental licensing requirements, City Code requirements,  
6 state building codes, or other applicable state or federal law;
- 7 (10) Failure to continuously comply with all conditions required as precedent to the approval of the  
8 license;
- 9 (11) Real estate or personal property taxes have become delinquent and the property owner and the  
10 licensee are the same person or entity, or have any common ownership where they are a  
11 different person or entity;
- 12 (12) Violation of any regulation or provision of the City Code applicable to the activity for which  
13 the license has been granted, or any regulation or state or federal law that may be applicable;
- 14 ~~(13) Excessive calls for service as determined by the chief of police based on the number and nature  
15 of the calls compared to the number of dwelling units on the property when the licensee has  
16 been notified of the calls by the chief of police and the licensee has failed to supply an  
17 appropriate written action plan for reducing the calls for service, or when the calls for service  
18 exceed an established threshold a second time within 12 months of completing an action plan  
19 for previously exceeding the threshold.~~
- 20 ~~(14) Failure to actively pursue the eviction of tenants who have violated the provisions of the crime  
21 free lease addendum or who have otherwise created a nuisance in violation of the provisions of  
22 the written lease; and~~
- 23 (15) Other good cause as determined by the city council after conducting a public hearing.

24 The city council may revoke a license or suspend a license for a set period of time or until violations  
25 of City Code, or state or federal law are corrected and, in addition, impose a civil penalty for each  
26 violation or impose a combination of these sanctions.

- 27 (b) *Temporary suspension.* The city administrator may temporarily suspend a license pending a hearing  
28 on the suspension or revocation when, in its judgment, the public health, safety, and welfare is  
29 endangered by the continuance of the licensed activity.
- 30 (c) *Notice.* Before the suspension or revocation of the rental license, the city must provide written notice  
31 informing the licensee of the right to a hearing. The notice must provide at least 30 calendar days'  
32 notice of the time and place of the hearing and must state the grounds for the proposed suspension or  
33 revocation of the license. The notice may be served upon the licensee personally, by leaving the  
34 notice at the licensed premises with the designated manager, or by certified mail to the address listed  
35 on the license application.
- 36 (d) *Hearing.* A hearing will be conducted before the city council at a public meeting. The licensee shall  
37 have the right to be represented by counsel, the right to respond to the charged violations, and the  
38 right to present evidence through witnesses. The rules of evidence do not apply to the hearing and  
39 the city council may rely on all evidence it determines to be reasonably credible. The determination  
40 to suspend or revoke the license shall be made upon a preponderance of the evidence. It is not  
41 necessary that criminal charges be brought in order to support a suspension or revocation of a  
42 license violation nor does the dismissal or acquittal of such a criminal charge operate as a bar to  
43 suspension or revocation.
- 44 (e) *Final decision.* Following the hearing, the city council may revoke or suspend the license for all or  
45 any part of the licensed premises, may stay the revocation or suspension upon such terms and

1 conditions as it deems reasonable and necessary to accomplish the purposes of this chapter, or grant  
2 or continue the license. The decision by the city council following a hearing is final. Upon a  
3 decision to suspend a license, no new application from the current licensee for the same rental  
4 dwelling will be accepted for a period of time specified in the council's decision, not exceeding one  
5 year. A decision to revoke a license will result in no new application being accepted from the same  
6 licensee for a minimum of one year.

7 (f) *Appeal of decision to deny or not renew license.* If the city administrator denies or does not renew a  
8 license, the licensee shall be notified in writing, specifying the reasons for denying or not renewing  
9 the license. If the licensee corrects the conditions leading to the denial or non-renewal within 14  
10 days, the city administrator shall issue the license. A licensee whose license has been denied or not  
11 renewed by the city may appeal the decision by filing with the city administrator a written notice of  
12 appeal within ten days of receiving notice of the city's decision. The hearing will be conducted  
13 pursuant to City Code.

14 (g) *Notification to tenants.* Upon denial, suspension, revocation or other enforcement action of a license,  
15 the city will notify all affected tenants of the action against the license. If the license is revoked or  
16 suspended the licensee may not let, rent or allow to be occupied any vacant dwelling units, or  
17 dwelling units that become vacant during the revocation or suspension period.

18 (Ord. No. 23-16, 9-12-2023)

#### 19 **Sec. 26-656. Minimum penalties.**

20 The following are minimum penalties for a licensee's failure to comply with applicable federal law,  
21 state law, City Code or the requirements of this chapter relating to the license. These penalties do not  
22 prohibit the city from any other sanctions listed in City Code or by state or federal law.

23 (1) Property owners, tenants and/or occupants can be held accountable for violations as deemed  
24 necessary by the city administrator or designee.

25 (2) Appeals shall be heard in accordance to the procedures set forth in City Code.

26 (3) The city council at any time, may determine the level and order of penalties, or may impose  
27 penalties exceeding those below based on the history of compliance and the severity of the  
28 violation up to a maximum of \$10,000.00 per violation.

29 ~~(4) Penalties for violations based on crime free housing participation are based on annual adopted~~  
30 ~~fees as part of the fee schedule.~~

31 (Ord. No. 23-16, 9-12-2023)

#### 32 **Sec. 26-657. Administration and maintenance standards.**

33 The city has adopted standards for all properties, to include rental properties. In regards to this Code,  
34 all rental properties must be maintained in accordance to all local, state and federal laws including but not  
35 limited to, the Minnesota State Fire Code, Building Code, and Accessibility Code. The city has adopted  
36 the International Property Maintenance Code (IPMC), referenced in article V, Property Maintenance  
37 Code; section 105-142, adopting the 2021 International Property Maintenance Code as published by the  
38 International Code Council, Inc.

39 (1) It is the responsibility of the licensee to assure that every rental dwelling and rental dwelling  
40 unit is maintained in compliance with all city ordinances, state law, and federal laws. A  
41 violation of City Code, state law, or federal law, constitutes a public nuisance and may be  
42 abated under the provisions of the City Code or IPMC.

1 (2) Snow and ice removal. Rental dwellings containing four or more dwelling units must remove  
2 snow and ice and remediate hazardous conditions from all walkways, sidewalks, steps and  
3 parking areas within 72 hours of a snowfall.

4 (Ord. No. 23-16, 9-12-2023)

5 **Sec. 26-658. Reserved.**

6 **Sec. 26-659. Falsely reporting violations.**

7 No person shall report a violation of this chapter knowing or having reason to know that the report is  
8 false with the intent to affect the licensing status or inspection schedule of the rental dwelling.

9 (Ord. No. 23-16, 9-12-2023)

10 **Sec. 26-660. Violations.**

11 In addition to any other sanctions or administrative penalties imposed, any violation of this chapter  
12 shall constitute a misdemeanor offense, punishable as defined by state law. Each day of violation  
13 constitutes a separate offense.

14 (Ord. No. 23-16, 9-12-2023)

15 **Sec. 26-661. No warranty by city.**

16 By enacting and undertaking to enforce this chapter, neither the city nor its city council, agents or  
17 employees warrant or guaranty the safety, fitness or suitability of any rental dwelling or rental dwelling  
18 unit in the city. Licensees and occupants should take appropriate steps to protect their interests, health,  
19 safety and welfare.

20 (Ord. No. 23-16, 9-12-2023)

21 Secs. 26-662—26-679. Reserved.

22  
23 **SECTION 4. SUMMARY**

24  
25 The following official summary of Ordinance #24-15 has been approved by the City Council of the City  
26 of Ramsey as clearly informing the public of the intent and effect of the Ordinance:

27  
28 “Ordinance #24-15 repeals various portions of Chapters 26, Article XIV, pertaining to Crime-Free  
29 Housing effective January 1, 2025.”

30  
31  
32 **SECTION 5. EFFECTIVE DATE**

33  
34 This ordinance becomes effective January 1, 2025, which is at least 30 days after its passage and  
35 publication, subject to City Charter Section 5.04.

36  
37 PASSED by the City Council of the City of Ramsey, Minnesota the 26<sup>th</sup> day of November, 2024.

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Mayor

ATTEST:

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City Clerk

Introduction date: November 12, 2024  
Posting dates:  
Adoption date:  
Publication date:  
Effective date: January 1, 2025