

CHAPTER 25 - RENTAL HOUSING UNIT LAW

§ 25.1 Purpose

This law provides for regulating, controlling and inspecting the use and development of residential rental housing units, within the Town of Camillus in order to promote and protect, to the fullest extent permissible the public health, safety and general welfare of Town residents, in accordance with the New York Fire and Building Code and any other applicable laws.

§25.2 Rental Permit Application

Owners or the management agents of a rental housing unit shall on or before January 1, 2017 file with the Code Enforcement Officer a Rental Unit Registration Form available from the Code Enforcement Office, which form shall require the following information:

- A. The names, addresses and phone numbers of the owner and any management agents; if the owner does not reside in Onondaga County, the owner must designate a management agent who does reside or have a place of business in Onondaga County in accordance with Article IX of Chapter 26.
- B. A description of the property, by street and number, as will enable the Code Enforcement Officer to locate the same.
- C. Such other appropriate information as may be requested, including, but not limited to, number of units, number and type of rooms, together with a schematic diagram showing the typical floor layout of the units and rooms with appropriate designations and identifications.

§25.3 Rental Permit

It shall be unlawful to occupy or use any premises as a rental housing unit unless and until a rental permit shall have been issued by the Code Enforcement Officer certifying that such premises conforms to the New York State Fire and Building Code, the Town Zoning Law and any other laws or regulations pertaining to said premises, except that a temporary certificate may be issued upon showing, to the satisfaction of the Code Enforcement Officer, that remedial action is being taken to correct violations.

§25.4 Term of Rental Permit

Rental permits shall be valid for one (1) year from the date of issuance, except that a new permit shall be required for every individual unit improved or unimproved, if the use or occupancy is changed, a building or structure is altered, there is a change in tenancy or vacant premises are reoccupied. All rental permits shall be renewed by the owner and/or agent annually.

§25.5 Revocation of Rental Permit

A permit may be revoked, by written notice thereof, if, upon an inspection, premises are found to be in violation of any applicable law.

§25.6 Inspections

The Code Enforcement Officer is authorized to conduct inspection of any rental unit at such times and in such manner as the Code Enforcement Officer may find convenient or necessary, with the consent of the owner, manager or person in possession, to ensure compliance with the applicable laws. If admission is refused or cannot be obtained from the owner, manager or person in possession,

the Code Enforcement Officer is authorized to obtain a warrant to make an inspection, provided that reasonable or probable cause is shown.

§25.7 Violation and Remedies

In the event that a violation of this local law, or any other applicable law, is found in any rental housing unit, a list of violations with specifications shall be sent to the owner or agent and corrected within a period not to exceed thirty (30) days.

§25.8 Penalty

Any owner or managing agent who violates this Chapter shall be subject to a fine of not more than \$1,000 per day of violation or imprisonment not to exceed one year, or both.

§25.9 Schedule of Fees

The Code Enforcement Officer, upon approval by the Town Board, shall maintain a rental permit and inspection fee schedule applicable to rental permits and inspections under this Local Law.

Historical Note:

Chapter created, LL#7-2016