

Rock Island Inspection Commission Agenda

City Hall – HR Conference Room

1528 3rd Avenue, Rock Island, IL 61201

March 26, 2025

6:00 PM



1. Call to Order and Roll Call

Bill Hass

Eric DeCook

Brent Husser

Blake Humphrey

Greg Gowey

Tamra Holmes

Andy Allen

Jason Passno

Paul Guse

2. Public Comment

3. Opening Items

A. Approval of the Written Minutes for February 19, 2024

- *Recommended Motion: Move to approve the written Minutes for the February 19th meeting.*

B. Approval of the Written Agenda for March 26, 2025

- *Recommended Motion: Move to approve the written Agenda for the March 26th meeting.*

4. Old Business

B. Draft Rental Ordinance Update

1. Discussion

- *Recommended Motion: Move to discuss the draft rental ordinance*

2. Vote

- *Recommended Motion: Vote to recommend that City Council approve the adoption of the proposed rental ordinance.*

5. New Business

6. Other Business

7. Adjourn

Recommended Motion: Move to adjourn

Rock Island Inspection Commission Minutes

Basement/HR Conference Room

1528 3rd Avenue, Rock Island, IL 61201

February 19, 2025

6:00 PM



Voting Members Present	Eric DeCook Brent Husser Blake Humphrey Greg Gowey Tamra Holmes Andy Allen Jason Passno Paul Guse Bill Hass
Voting Members Absent	
Staff Present	Miles Brainard, Sadie Reinbeck
Guests	Representatives of 1220 21 Street

Call to Order and Roll Call

Chair Humphrey called the meeting to order at 6:00pm and read roll call. 9 members were present.

Public Comment

There was no public comment made at this time.

Approval of the Previous Meeting Minutes

Chair Humphrey moved to approve the written minutes for the December 18, 2024 meeting. Tamra Holmes approved the motion, Paul Gusse seconded the motion. The motion carried unanimously on a vote 9 to 0.

Approval of the Amended Agenda

Chair Humphrey moved to approve the written agenda. Bill Hass approved the motion, Andy Allen seconded the motion. The motion carried unanimously on a vote 9 to 0.

Old Business

New Business

A. Appeals

1. 1220 21 Street

- a. Staff provided an overview of the property along with a recommendation to accept the appeal due to the property not having a

history of nuisance violations, regular maintenance provided by the owner, and utilities in use.

- b. Chair Humphrey moved to approve the acceptance of the appeal and read roll call. The motion carried unanimously on a vote 9 to 0.

B. Draft Rental Ordinance Update

1. Staff provided an overview of the updates that were made to the rental ordinance. Voting members requested clarification regarding the requirement to display the rental license, as well as a time frame for property owners to abide by when code compliance has not been met.
2. Staff encouraged voting members to continue to review the ordinance over the next month. Voting members will vote on whether or not the proposed ordinance shall be recommended to council.

Other Business

Adjournment

Chair Humphrey moved to adjourn. The motion carried unanimously on a vote 9 to 0. Meeting adjourned at 7:00 pm.

Minutes submitted by Sadie Reinbeck.

**AN ORDINANCE AMENDING THE REQUIREMENTS FOR THE REGISTRATION AND
MANAGEMENT OF RENTAL HOUSING IN CHAPTER 4 OF THE CODE OF
ORDINANCES OF THE CITY OF ROCK ISLAND, ILLINOIS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCK ISLAND,
ILLINOIS:

Section One: The City Council finds that it is in the public's interest that all properties be maintained in compliance with all applicable building codes, namely the most recently adopted International Property Maintenance Code (IPMC).

Section Two: Chapter 4, Article VIII "Residential Rental Property" of the Code of Ordinances of the City of Rock Island, Illinois is hereby removed and wholly replaced as follows.

ARTICLE VIII. REGISTRATION AND MANAGEMENT OF RENTAL HOUSING

SEC. 4-175. PURPOSE. The purpose of this article is to protect the health and safety of the public through the registration and management of both short- and long-term rental housing. It is intended to ensure compliance with all applicable codes including the most recently adopted version of the International Property Maintenance Code (IPMC).

SEC. 4-176. DEFINITIONS. The terms used in this article shall have the same definitions as those used in the International Property Maintenance Code (IPMC) unless otherwise specified.

- A. Short-Term Rental: Any rental property where the term of the rental is less than thirty (30) days in duration. This shall not include hotels, motels, or bed and breakfast establishments.
- B. Long-Term Rental: Any rental property where the term of the rental is thirty (30) days or more in duration. This shall not include extended-stay hotels, motels, or bed and breakfast establishments. Dormitories associated with a college, university, or similar institution of higher learning as well as nursing homes, retirement centers, rest homes, and any similar accommodations subject to licensing and inspection by the State or Federal governments shall not be considered long-term rental properties subject to this article.
- C. Minor Infraction: In addition to items specified elsewhere in this article, minor infractions shall include violation of IPMC sections 304.13, 305.4, 305.3, 404.2, 503.1, 304.2, 304.3, 304.8, 302.1, 308.1, 308, 302.3, 302.4, 302.9, and 302.2.
- D. Moderate Infraction: In addition to items specified elsewhere in this article, moderate infractions shall include violations of IPMC sections 404.4.1, 504.1, 302.5, 309, 402.2, 402.3, 605.3, 605.2, 402.1, 403.1, 302.6, 605.2, 505.1, 506.2, 403.5, 505.4, 403.2, 304.4, 304.5, 304.6, 304.7, 304.9, 302.7, 303.2, and 303.1.

- E. Major Infraction: In addition to items specified elsewhere in this article, major infractions shall include violations of IPMC sections 504.3, 603.1, 604.1, 604.3, 702.4, 702.3, 702.4, 704, 603.1.2, 602.3 and 602.5 (October 1 through April 15), and 304.10.

SEC. 4-177. LICENSE REQUIRED. All rentals, both short- and long-term, shall require a license issued by the City in order to operate. It shall be unlawful for any person, firm, partnership, corporation, or other legal entity to operate, maintain, or offer for rent within the City a residential property without first obtaining such a license. Licenses cannot be transferred from one property to another nor from one property owner to another. A license renewal shall also be required on an annual basis and shall include any necessary updated information. Compliance with all other applicable local, State, and Federal law shall be required.

SEC. 4-178. LICENSE EXEMPTION. No personal or professional relationship between a property owner and a tenant shall exempt the subject property from license and registration. The amount of rent paid by a tenant to a property owner shall have no bearing on the requirement that a property be licensed and registered. Rent-to-own or lease purchase properties, however, shall not require a rental license provided that the relevant agreement between parties establishes the purchaser's equitable interest in such property and said agreement is recorded with the County Recorder's Office.

SEC. 4-179. LICENSE APPLICATION. Each applicant for a license or license renewal shall provide their full name, mailing address, electronic mailing address, phone number, and proof of ownership. In the case of a limited liability company (LLC) or similar legal entity, all registered agents shall be identified as well as the registered office in addition to the above described contact information. Each applicant shall also be required to identify a property manager who will be responsible for the regular maintenance of the property. Such a person must reside or maintain an office within fifty (50) miles of the City measured from the municipal boundary. An owner who meets the requirements of this section as to location of residence or office may designate themselves as manager.

SEC. 4-180. INSPECTIONS. An initial inspection shall be required prior to the issuance of a license. The property owner shall be provided with a copy of all applicable code standards to which they will be held. The City shall determine if the rental property complies with all applicable municipal codes including the most recently adopted version of the International Property Maintenance Code (IPMC). If determined not to comply, the property owner shall have no more than thirty days to bring the property into compliance and request re-inspection without penalty. If code deficiencies still remain, penalties shall begin to be assessed for each applicable infraction and re-inspection. If the property owner fails to request re-inspection within that thirty-day period, it shall be considered a minor infraction for each day beyond the thirty-day period they fail to request reinspection or notify the City that they no longer intend to make the property available for rent. Such notification shall be made

to the City in writing. If determined to comply, a license shall be issued for the respective property. Licensed properties shall be inspected for ongoing compliance every five (5) years at a minimum, but may be inspected more frequently at the City's discretion following complaints or when property maintenance violations are observed or suspected.

SEC. 4-181. INSPECTION ACCESS. All rental properties licensed under this article shall be subject to inspection by the City upon reasonable notice to the property owner or their designee. The property owner and/or their property manager shall be present in person for all inspections having been given reasonable notice. Failure to be present shall constitute missing an inspection. Missing an inspection three or more times in a twelve-month period may be used by the Building Official as justification for license revocation. If any property owner, manager, tenant, occupant, or other person in control of the rental unit fails or refuses to consent to free access and entry to the property by the City, the City may apply to the circuit court for an appropriate order authorizing such access. Refusal by a property owner or their designee to provide access to a property may be used by the Building Official as justification for license revocation. Refusal by a tenant to provide access to their respective unit shall not be used by the Building Official as justification for the same.

SEC. 4-182. LICENSE DISPLAYED. All tenants shall be provided a copy of the rental license for the unit in which they are residing by the respective property owner. A copy of the rental license for a property must be on conspicuous display at multi-unit property for which it was issued. The license may be displayed within a unit or, in the case of multi-unit buildings, in a common area where all tenants and visitors to the property can reasonably see it. In the case of single-unit dwellings, the tenant should be in possession of a copy of the rental license and able to provide it upon request if it is not otherwise on display within the unit. Failure to display the license, or for it to be in possession of the tenant, shall be considered a minor infraction. Every month that there is a failure to display a license shall be considered a separate infraction. If a license is not on display for twelve or more months, the Building Official may use this as justification for license revocation.

SEC. 4-183. PENALTY FOR VIOLATION. See section 10-107.11 "Schedule of Penalties for Ordinance Violations" of this Code.

SEC. 4-184. LICENSE SUSPENSION. When the City becomes aware of code violations at a property, the property owner and/or their property manager shall be issued a notice of violation. A copy of said notice shall be posted on the entrance door to the dwelling unit or at the main common entrance in the case of a multi-unit dwelling. If the subject property is not brought into compliance within the time allotted by the citation, the Building Official may order that the property owner's rental license be suspended. Suspension of a license shall be considered a major infraction. Every month that a license remains suspended shall be considered a separate infraction. If a license is suspended for twelve or more months, the Building Official may use this as justification for license revocation.

SEC. 4-185. LICENSE REVOCATION AND RENT ABATEMENT. The Building Official may revoke a rental license and order the abatement of rents. The process for revocation and appeal is as follows.

- A. A decision to revoke a rental license shall be made based upon a holistic evaluation of the severity of citations, the history of citations at the subject property, the subject license having been suspended for twelve or more months, and the history of citations issued at other properties owned by the same property owner. Failure to pull permits and have work inspected in the course of renovating or maintaining a property may also be considered.
- B. The property owner may appeal the revocation to the Inspections Commission by submitting the appeal in writing within fifteen (15) days of the license revocation. If an appeal is so submitted, the revocation shall be temporarily stayed. The Inspections Commission shall hold a hearing at their next regularly scheduled meeting to consider the appeal. The Commission shall consider any ongoing enforcement actions being taken by the City regarding the subject rental property, the severity of the code violations that have been cited, and the overall history of both the subject rental property and property owner in their capacity as a landlord in the course of their deliberations. The Commission shall hear from both staff and the property owner or their designee at the hearing before voting whether or not to grant the appeal.
- C. A decision made by the Commission may be appealed by the property owner to the City Council in writing within fifteen (15) days of the Commission's decision. The Council shall hold a hearing at their next regularly scheduled meeting to consider the appeal. The Council shall make the final administrative decision.
- D. Once revoked, the subject property shall be ineligible to receive a new rental license for as long as violations exist. An application for a new license may be accepted only after all such violations are resolved.
- E. A notice stating that the property's rental license has been revoked and rents are thereby abated shall be posted on the entrance door to the dwelling unit or at the main common entrance in the case of a multi-unit dwelling. Said notice shall advise tenants that the dwelling unit is not in compliance with local codes and cannot be legally offered for rent.
- F. Nothing in this section shall supersede other articles that empower the City to take more immediate action to protect public safety or when life-threatening conditions exist. The respective enforcement procedures and associated timelines for compliance pertaining to other codes adopted by the City shall also not be superseded by this article.

SEC. 4-186. FEES. Property owners shall pay the following license and inspections fees for both short- and long-term rental units. Short-term rentals may additionally be subject to hotel-motel taxes and fees.

License and Inspections Fee	Cost
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Application Fee for First Dwelling Unit	\$100
Application Fee Per Additional Dwelling Unit	\$15
Late Application or Late Renewal Fee	\$50
Missed Inspection or Re-Inspection Fee	\$50
Minor Infraction	\$100
Moderate Infraction	\$150
Major Infraction	\$200

SEC. 4-187. SEVERABILITY. If any section, subsection, paragraph, sentence, clause, or word of this article shall be held invalid, either on its face or as applies, the invalidity of such provision shall not affect the other sections, subsections, paragraphs, sentences, clauses or words of this article, and the application thereof; and to that end the sections, subsections, paragraphs, sentences, clauses, and words of this article shall be deemed severable.

SEC. 4-188. OTHER REMEDIES. Nothing in this article shall prevent the City from acting under any applicable City Code or ordinance for any violation thereof or limit the right or authority of the City to perform inspections based on a tenant complaint or to seek injunctive relief or other appropriate legal remedy for any violation of such Code or ordinance.

SEC. 4-189 THROUGH SEC. 4-200 RESERVED.

Section Four: Section 11.16 “Short-Term Rentals” of the Zoning Code is hereby removed and replaced as follows.

SEC 11.16. SHORT-TERM RENTALS. Any rental property where the term of the rental is less than thirty (30) days in duration excluding hotels, motels, or bed and breakfast establishments shall be subject to the following.

- A. Short-term rentals shall be permitted uses in all residential and business zoning districts. They shall be prohibited in all other zoning districts.
- B. Short-term rentals shall have a minimum of one off-street parking spot for each short-term rental unit at the property designated for the occupant.
- C. Short-term rentals shall not have signage of any kind that exceeds one (1) square foot in area.

Section Five: All ordinances and parts of ordinances in conflict herewith are hereby repealed insofar as they do so conflict.

Section Six: This ordinance shall be in full force and effect from and after its passage and approval, as required by law.

MAYOR OF THE CITY OF ROCK ISLAND

PASSED: _____

APPROVED: _____

ATTEST: _____
CITY CLERK