

**City of Chisholm Planning Commission
& Rental Ordinance Committee
Monday, October 20, 2014
Special Meeting Minutes**

1. **Call to Order** – Dave Rappuchi called the **Special Meeting** to order at 5:30 PM.
2. **Roll Call** – Present at roll call: P.C. Rep's, Dave Rappuchi, Tom Pascuzzi, Tom Tahija, Council Rep., Colleen Drow, Tracy Campbell, Todd Scaia, and per excused absence Jonathan Spector. Others Present: Building/Zoning Official Steve Erickson, City Attorney Lou Cianni, and representing the News Paper Chisholm Tribune Press Marie Tolonen.
3. **Public Participation-** None
4. **Adopt the Agenda** – A motion is made by Tom Tahija to approve the agenda with the deletion of New Business with the land request, and keep this a one item special meeting. Tom Pascuzzi makes a second to the motion. Yes votes – by all. Motion carried.
5. **Correspondence** – None
6. **Rental License Ordinance**

Proposed “Rental License Ordinance”. A discussion took place on the wording along with goals to be achieved, and also the passage and management of the proposed ordinance. Parts of the discussion along with some of items covered, is as follows:

- Tracy Campbell; mentioned at the meeting and in an email: The purpose of this ordinance is to: (part of the registration of the property is having an inspection done and passing the inspection that it is up to code). Register your property. Pass an inspection that the property is rentable and up to standards/codes paid for by the landlord using a licensed inspector. We are to be focusing on mostly rental homes, single family houses that are being bought up and rented out that are not up to standards, not apartments complexes that are regulated by other agencies. A rental ordinance can help maintain our current housing market and property values. Other discussions are mentioned.
- Todd Scaia; Inspections are to be done following the inspection form. (Proper licensing by the inspector is also discussed.) Other discussions are mentioned.
- Colleen Drow; Handouts are given to members as her discussion focused on progressing with the ordinance and how it will help the city. Other discussions are mentioned.
- Tom Pascuzzi; Remove section (K) Conduct on Registered Premises. There was no vote on this but those who voiced opinion agreed. Other discussions are mentioned.

- Tom Tahija; Discussed among other items when inspections take place, yearly, at the time of a rental transfer or at the time of the building ownership transfer. Private property owners also have some of the issues as rental properties. Other discussions are mentioned.
- David Rappuchi; A certificate for housing inspection is needed for someone to qualify to be an inspector. This is the requirement that is now in use and that is what the city should follow, and says that he is certified as per taking the required housing inspection classes. Other discussions are mentioned.
- Lou Cianni; Discussed several items of issue and direction for the city as in, an ordinance that is mechanically operable for the City of Chisholm. We are to look at a plan for following up and enforcing the ordinance. When should we have inspections? When the property has the water turned on, in an ownership change, a change in renters, and every two years? Other discussions are mentioned.
- A motion is made by Council Rep., Colleen Drow to table the item per direction from City Attorney Lou Cianni. Tom Pascuzzi makes a second to the motion. Yes votes – by all. Motion carried.

7. Adjourn Meeting – Motion to adjourn the special meeting of October 20, 2014, is made by Tom Pascuzzi, with a second by Council Rep., Colleen Drow at 6:25 P.M. Yes votes – All. Motion passed

Chairperson, Dave Rappuchi

Secretary: Steve Erickson