



The City of
Worcester

CIVICS ACADEMY RESIDENT QUALITY OF LIFE

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Inspectional Services Department

WORCESTER

THE RENTAL REGISTRY & INSPECTION PROGRAM



REGISTRATION



SCHEDULING



INSPECTION

RENTAL REGISTRY

OVERVIEW

- What is it?
- Who does it apply to?
- Why are we doing it?
- What information is needed?
- What are the benefits?
- What does it cost?






RENTAL REGISTRY

WHAT IS IT?

A registry for all rental properties within the City of Worcester that will provide Inspectional Services with accurate and up-to-date contact information for all registered property owners and managers.





RENTAL REGISTRY

WHY ARE WE DOING IT?

This information will allow us to contact the Landlord in the event of an emergency related to the property or other issues that they should be aware of or need to know about.






RENTAL REGISTRY

WHO DOES IT APPLY TO?


The Rental Registry will apply to any property within the City of Worcester that is rented out, regardless of the use or the duration of the rental period.





RENTAL REGISTRY

WHAT DOES IT COST?

- **FIRST TIME**
\$15 / per rental unit
 - **ANNUAL RENEWAL**
\$5 / per rental unit
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RENTAL REGISTRY

REQUIRED INFORMATION:

- **PROPERTY:**


Address, property use, type and number of units

- **OWNER:**

Mailing address, phone number, email address

- **PROPERTY MANAGER:**


Manager or management company; address, manager name, phone number, and email





RENTAL REGISTRY

WHAT ARE THE BENEFITS?

- Provides an opportunity for correction prior to an order
 - Receive information regarding code changes
 - Receive information regarding beneficial programs
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SCHEDULING & INSPECTION


OVERVIEW

- What is inspected?
- How often are inspections?
- Who schedules inspections?
- What are the fees?
- How to get ready?
- When does this start?



WHAT IS INSPECTED?

Inspections include:

- **Yard**
 - **Exterior entrances, stairways**
 - **Interior hallways, utility areas common areas, attic spaces**
 - **All egress routes**
 - **All spaces within each individual unit**
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WHAT IS THE INSPECTION FREQUENCY?

Required once every five (5) years

These inspections must meet minimum standards and are conducted under:

- Massachusetts State Sanitary Code CMR 105, Sec. 410**
 - Massachusetts State Building Code CMR 780, Sec. 110**
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WHO SCHEDULES THE INSPECTION?

Based on information provided in the registration; property owners will receive an email when inspectors will be in the area and how an inspection can be scheduled.



WHAT DOES IT COST?

- **INSPECTIONS**

\$50 / per rental unit


- **MISSED OR RE-INSPECTIONS**

First time, no charge.

\$100 / per subsequent inspection




WHEN DOES THIS START?

- **ISD will begin scheduling inspections shortly after the start of the registration process**
 - **Inspections will be prioritized based on age of buildings, past violations, and overall risk factors**
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GETTING PREPARED:

- **ISD encourages using the landlord guide to complete a self evaluation to improve compliance**
 - **Review all units, spaces and areas within the rental property**
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ADDED BENEFITS:

- Public Safety
 - Snapshot in time regarding property
 - Pathway to making property compliant
 - Allows for marketing of compliant property
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TENANT & LANDLORD RESPONSIBILITIES

TENANT RESPONSIBILITIES

- ▶ Comply with all requirements of the lease or rental agreement
- ▶ Pay your rent on time
- ▶ Pay utilities you are responsible for
- ▶ Use the dwelling unit and all appliances as intended
- ▶ Secure your belongings
- ▶ Do not do damage to the property
- ▶ Keep your unit clean, sanitary, and safe
- ▶ Remove trash regularly, follow rules for disposing and recycled, know when to put to the curb
- ▶ Comply with local regulations, including parking restrictions
- ▶ Respect neighbors' peace and quiet, do not be disruptive to neighbors in the building, or nearby

TENANT RESPONSIBILITIES

- ▶ Understand the most common causes of fires:
 - Improper disposal of lighted materials and cigarettes
 - Candles left unattended
 - Cooking left unattended
 - Temporary wiring or overloaded circuits
 - Clogged or lint-packed dryer vents
 - Overloading or improper use of power strips
 - Outdated or improperly placed space heaters
 - Improper use, storage, charging, or disposal of lithium-ion batteries.
 - Do not tamper with smoke detectors
 - Get renters insurance!!

LANDLORD RESPONSIBILITIES

- Provide a clean, safe, sanitary living environment for your tenants
- Understand and abide by all state and local laws, codes, and ordinances
- Make all required repairs in a timely manner
- Obtain required permits whenever work is being done on your building
- Hire qualified and licensed contractors
- Get required inspections
- Register your Property
- Understand your obligations to tenants during emergencies or catastrophic events
- Maintain proper levels and types of insurance for all such events.

Question & Answer

THANK YOU!