

Checklist to Comply with the Rental Housing Inspection Program:

Attention

Persons engaging in business of rental housing are required to register their rental Units. A new registration form must be submitted no later than 60 days after a change of owner, agent, or property information. Please complete a separate registration for each parcel owned within the City of Isleton.

Do not send checks to Code Enforcement. Please make checks payable to the City of Isleton.

☐ Register your rental property with the City of Isleton

The City of Isleton requires the registration of every rental property:
You can submit a RHIP registration form from City Hall or online at
https://cityofisleton.com/rental-housing-inspection-program/. If the property is already registered and the information on file is no longer accurate, you must complete a new Registration Form.

☐ Code Enforcement Performs required initial and annual inspections

Performs an interior and exterior inspection of every rental unit at the beginning of every new tenancy at least once every seven years. The Code Enforcement Officer may conduct a physical inspection of the property if there are problems with the documentation or visible code violations on the property exterior or a complaint has been filed.

☐ Pay the appropriate Inspection fees.

Contact the City or go to the website for the current fee schedule. Code enforcement may conduct a physical inspection of the property if there are problems with the documentation or visible code violations on the property exterior.

If you have any questions regarding this letter or the Rental Housing Inspection Program please contact Dawn Winder at 916-777-7770.