<u>RENT ORDINANCE REGULATION 20-04</u>

IMPLEMENTING REGULATIONS CONCERNING THE RENT REGISTRY APPLICABLE TO RENTAL UNITS EXEMPT FROM RENT CONTROL UNDER STATE LAW ("PARTIALLY REGULATED UNITS")

Whereas, on September 17, 2019, the City Council of the City of Alameda adopted Ordinance 3250 (beginning at Section 6-58.10 and following of the Alameda Municipal Code), restating and revising previous Ordinances concerning rent control, limitations on evictions and relocation payments to certain tenants; and

Whereas, Section 6-58.155, Alameda Municipal Code (all further section references are to the Alameda Municipal Code unless stated otherwise) provides that the City Manager or the Manager's designee has the authority to promulgate regulations to implement the requirements and fulfill the purposes of the Ordinance; and

Whereas, subsection A of Section 6-58.55 provides that a Landlord shall as provided in Regulations complete and submit to the Program Administrator a registration statement for each Rental Unit.

Now, therefore, the following Regulation is adopted to implement provisions of the Ordinance concerning the Rent Registry for those Rental Units that are exempt from rent control under State Law ("partially regulated units").

1. **When a Registration Statement Must be Filed**
   A. A Landlord shall file with the Program Administrator through the online rent registry a registration statement for each Rental Unit.

   B. If a Dwelling Unit is not currently registered with the Rent Program and a Landlord places the Dwelling Unit into the rental market, the Landlord shall, within 30 calendar days of establishing a Tenancy in the Rental Unit, file with the Program Administrator through the online registry a registration statement for that Rental Unit.

   C. If the Program Administrator has granted a Landlord a Program Fee exemption as provided in Section 2 of this Regulation and thereafter the Landlord places the Dwelling Unit into the rental market, the Landlord shall, within 30 calendar days of establishing a Tenancy in the Rental Unit, file with the Program Administrator through the online rent registry a registration statement for that Rental Unit.
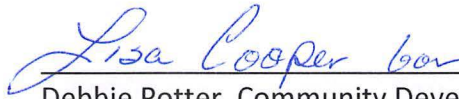
2. **Housing Program Fee Exemption**
   A. No later than 30 calendar days before the deadline for paying a Program Fee, a Landlord may submit a request that a Dwelling Unit be exempt from the Program Fee by submitting documentation to substantiate the grounds for the exemption. The Program Administrator shall grant an exemption to the Landlord from paying

the Program Fee only when the request is timely and complete documentation is provided to substantiate the exemption; the Landlord shall have the burden of proof as to any requested exemption.

B. The Program Administrator shall determine whether to grant or deny an exemption and provide a written notice to the Landlord of the Program Administrator's determination. If the Program Administrator denies the exemption, the Program Administrator shall inform the Landlord that the Landlord has 20 calendar days from the date of the notice to file a petition to contest the determination. If a Landlord files a timely petition, a Hearing Officer will hear the matter as provided by City Attorney Administrative Regulation Number 19-01. If the Landlord does not file such petition timely, the Landlord's right to contest the determination is waived.

Dated: 4-13-20

Lisa Cooper for
Debbie Potter, Community Development Director