

# Disclaimer:

While we will address legal information in general, the Law deals with “specific facts” presented in each situation. The information presented here should not be relied upon as a substitute for legal advice.

**ALWAYS** consult with an attorney.

# Ordinance Requirements

- Attend and Complete the Seminar
  - Turn in Signed Registration Form
  - Adopt a Crime Free Lease Addendum
    - Provide a Copy with: Property address, Owner Name, Date
    - The Copy you provide me **does not** need to be signed by residents
    - Addendums are available during the seminar
  - Addendums must be utilized with **all** future leases.
  - Renewal of rental permits is based off of “applied for date” not compliance date.

# Crime Free Addendum

- Must provide me a copy of the “version” of the addendum you have decided to use.
  - The copy you provide me does not need your current renters signatures, just your signature, name, date and address of the property.
- Must be signed every year by everyone on the property 18 years of age or older when the lease is renewed.
- You are not certified with the village until you have provided a copy of the signed (by you) addendum you have chosen to use with all future leases.

# Mandatory C.P.T.E.D. Requirements:

- **Deadbolts**
- **Eye Viewers (180-190)**
- **Security Strike plates**
- **Anti-Slide/Anti-Lift  
Windows and  
Arcadia Doors**
- **Adequate Lighting**
- **Proper Landscaping**



# Federal Fair Housing Laws:



- Which People Are In a Protected Class?
- How Many Protected Classes Are There?
- What Are The Protected Classes?
- Is There a Penalty For Discrimination Against a Member of a Protected Class?

# FEDERAL FAIR HOUSING LAWS PROTECT

- Race
- Color
- Religion
- Gender (Gender Identity)
- Handicap
- Familial Status
- National origin
- Source of income (Section 8)
- Sexual preference/ Orientation

**BEHAVIOR IS NOT PROTECTED!!!**

# Fair Housing Act

April 4<sup>th</sup> 2016

- While behavior is not a protected class this new law changes the rules for background screening.
- It is in the landlord's best interest to:
  - Consult an attorney for best practices.
  - Put a screening standard in place
  - Run a credit and eviction check first
  - Apply all standards equally to ALL applicants

# Fair Housing Act

- Landlord standards must take into account:
  - The age of the offender when the crime was committed.
  - How long ago the crime took place.
  - What type of crime was committed.
- Landlords may **ONLY** use convictions (not arrests) when screening potential renters.
- Landlords cannot use a blanket “no convictions” clause unless it clearly lists specific crimes that would be a threat to the community
- Have the standards spelled out in rental packets so applicants are aware of the screening criteria.
- Keep detailed records of all applicants (approved and denied)

# Have a Statement of Rental Policy.

- Have **WRITTEN** and clearly **POSTED** policies.
  - Apply them **EQUALLY** to All Prospective Residents. FFH Laws apply here.
  - Consider An Application ‘**Interview**’:  
Startles The Applicant  
Empowers The Landlord
- **Ask**: Have you ever been arrested for anything?

# The Rental Application:



- Should Ask About Criminal History
- Felonies AND also Misdemeanors!
- Plea Bargains
- Probation/Parole
- About Current Criminal Activity
- Illegal Drug Use

# How To Verify Information:

- Don't Take Shortcuts
- Compare ID to Information Given
- Identify PREVIOUS Landlords
- Have a STANDARD List of Questions
- Get Co-Signers
- Verify Income Sources
- Run a Credit/Criminal Check

**Plan your words very carefully, most discrimination lawsuits are filed when an owner/manager has said too much!**

# Screening Services

Top tenant screening sites according to top 2015 article by income.com

1. My Rental

<http://www.myrental.com>

2. TransUnion Smart Move

<https://www.mysmartmove.com/>

3. Experian Background Check

<https://connect.experian.com/>

4. USAA Tenant Screening

<https://www.usaa.com>

5. Lease Runner

<http://leaserunner.com/>

6. American Tenant Screening

<https://alwayscreen.com/products/>

# OTHER COMMON RENTAL ISSUES

OVERCROWDING  
(50 SQ FOOT OF BEDROOM SPACER PER OCCUPANT)

EXCESSIVE ANIMAL HOUSING  
(3 ANIMALS PER HOUSEHOLD)



VILLAGE OF SCHILLER PARK COMMUNITY  
DEVELOPMENT

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