



AT A GLANCE SUMMARY

OVERVIEW:

S.A.F.E. Housing Saint Paul is a set of new Tenant Protections policies effective on March 1, 2021. Here's what you need to know about each policy.

WHAT RENTERS SHOULD KNOW

SEARCHING FOR HOUSING



Looking for a home?
Review the Tenant Screening Guidelines



Found a home?
Review the Security Deposit Limitations

HOUSED



Received a notice to vacate?
Review the Just Cause Notice policy



Building Being sold?
Review the Advance Notice Policy

CHANGES IN OWNERSHIP

TENANT SCREENING GUIDELINES

The Tenant Screening Guidelines policy creates uniform guidelines related to the use of rental, criminal and credit history in applicant screening.

SECURITY DEPOSIT LIMITATIONS

The Security Deposit Limitation policy limits the upfront charges related to Security Deposits and Prepaid Rent.

JUST CAUSE NOTICE POLICY

The **Just Cause Notice policy** ensures owners establish Just Cause and provide renters with written Just Cause Notice of non-renewal.

ADVANCE NOTICE POLICY

The **Advance Notice policy** ensures that current owners provide **notice of proposed sale** to the City of Saint Paul and renters before an *Affordable Housing Building is placed on the market and new owners provide a **notice of sale** after the transfer of ownership occurs, coupled with a **Tenant Protection period**.

WHAT PROPERTY OWNERS SHOULD KNOW

LISTING A VACANCY?



Have a rental available?
Review the Tenant Screening Guidelines



Found a renter?
Review the Security Deposit Limitations



Giving a notice to vacate?
Review the Just Cause Notice policy



Selling or buying a building?
Review the Advance Notice Policy

DURING THE TENANCY

CHANGES IN OWNERSHIP

TENANT SCREENING GUIDELINES

The **Tenant Screening Guidelines** policy ensures fair access to housing by creating uniform guidelines related to the use of rental, criminal and credit history in applicant screening.

RULES TO REMEMBER:

- Before owners accept an application or application fee for rental housing, they must provide the applicant with their **Screening Criteria**.
- The Screening Criteria must reflect the **Uniform Screening Guidelines** which identifies what information can and cannot be used in screening and for how long

This policy does **not**...

- Prevent owners from screening potential renters.
- Prevent or preclude owners from using less restrictive screening guidelines.



RENTERS CAN BE SCREENED FOR:

- Rental references
- Evictions in the last 3 years (debt to former land lord or utility company)
- Relevant credit info: debt to former landlord or utility company.
- Violation of the Federal Controlled Substances Act (21 U.S.C. 802)
- Lifetime sex offender registration requirements
- Misdemeanors sentences in the last 3 years
- Felonies sentences in the last 7 years
- Select felony sentences in the last 10 years



RENTERS CANNOT BE SCREENED FOR:

- Lack of rental history
- Evictions older than 3 years
- Credit score
- Lack of credit history
- Petty Misdemeanors
- Traffic offenses
- Arrests or charges without conviction
- Participation in or Completion of a diversion or referral program
- Vacated or expunged convictions
- Crimes that are no longer illegal in MN
- Convictions in the Juvenile Justice System

The use of Criminal History in screening is based on the date of sentencing for the offense.

SECURITY DEPOSIT LIMITATIONS

The **Security Deposit Limitation policy** ensures equitable access to housing by limiting the upfront charges related to Security Deposits and Prepaid Rent.

RULES TO REMEMBER:

- **Limit on the Security Deposit amount:** Owners may not charge or accept from a renter a Security Deposit in an amount that exceeds a Single Month's Rent. See exception.
- **Prepaid Rent limitation:** Owners may not charge or accept from a renter Prepaid Rent that exceeds a Single Month's Rent. See exception.
- **Exception:** If an applicant does not meet the screening requirements under the Tenant Screening Guidelines, an owner may request an additional Security Deposit or Prepaid Rent amount as a condition of approval.

This section does not prevent an owner from charging a pet deposit or Rental Application Fee.



DURING YOUR TENANCY

JUST CAUSE NOTICE POLICY

The **Just Cause Notice policy** improves housing stability by ensuring owners establish one (1) of ten (10) **Just Causes** and provide renters with written **Just Cause Notice** in order to not renew a renter's Lease.

When owners non-renew a Lease, they must:

1. **Provide Just Cause Notice** to the renter(s) in writing and include the following information:
 - a. The reason for termination (Just Cause), and
 - b. The facts in support of the reason(s)

Owners may not terminate a tenancy unless they are able to establish one of the ten allowable Just Cause.

All residential leases must include the following Just Cause Notice language:

"The landlord under this lease shall not unilaterally terminate or attempt to terminate the tenancy of any tenant unless the landlord can prove in court that just cause exists. The reasons for termination of tenancy listed in the City of Saint Paul's Just Cause Notice (Sec. 193.05), and no others, shall constitute just cause under this provision"

1. Non-payment of rent
2. Repeated late payment of rent
3. Material non-compliance
4. Refusal to renew
5. Occupancy by property owner or family member
6. Building demolition and dwelling unit conversion
7. Rehab and renovation
8. Complying with a government order to vacate
9. Occupancy conditioned on employment
10. Exceeding Occupancy

CHANGES IN OWNERSHIP

ADVANCE NOTICE POLICY

The **Advance Notice policy** supports the preservation of housing that serves low and moderate income residents and provides stability and transparency to renters of changes that may impact their homes. . It ensures that current owners provide a **notice of a proposed sale** to the City and renter before a property that has affordable rents is placed on the market and new owners provide a **notice of sale** after the transfer of ownership occurs, coupled with a **Tenant Protection period**. This policy applies to all "**Affordable Housing Buildings**" as defined below.

# BEDROOMS	AT OR BELOW 80% AMI
Efficiency	\$1,448
1 Bedroom	\$1,552
2 Bedrooms	\$1,860
3 Bedrooms	\$2,150
4 Bedroom	\$2,400

FOR 2020

Affordable Housing Building: Any rental housing building where twenty (20) percent or more of the units rent for an amount at or below the 80% Area Median Income (AMI) rent affordability limit. Updated annually by HUD.

Before making an *Affordable Housing Building Available for Sale

The current owner must provide a **Notice of a Proposed Sale**. This means they must notify the City of Saint Paul and the residents of any Affordable Housing Dwelling Unit of their intent to place the property on the market at least 90 days in advance of making the property Available for Sale.

Once the *Affordable Housing Building is sold

The new owner must provide a **Notice of Sale**. This means they must notify the City of Saint Paul and the residents of any Affordable Housing Dwelling Unit of the change in ownership within 30 days of the purchase..

90 day Tenant Protection Period

The new owner must also notify the City and residents of any Affordable Housing Dwelling Unit of their plans during and after the Tenant Protection Period, related to rent increases, rescreening and notice to vacate without cause. Certain actions may result in a renter receiving Relocation Assistance.