

## Truth-in-Sale of Housing Report Requirements

Associated definitions – excerpted from Chapter 189.01:

*Alternatively Accepted City Inspection Report.* A valid certificate of code compliance or the orders from a certificate of code compliance inspection as set forth in [section 33.06](#) of this Legislative Code or a current Certificate of Occupancy issued by the Department of Safety and Inspections Fire Prevention Certificate of Occupancy Program.

*Disclosure Report.* The written evaluation report prepared and signed by a Licensed Evaluator, on a form in compliance with the provisions of this chapter.

*Dwelling.* A building which is designed to be occupied for residential purposes but containing not more than two (2) individual dwelling units, except that townhouses, condominiums and co-ops, regardless of their number of individual dwelling units, are included within this definition.

*Licensed Evaluator.* A person who has a valid, current license from the City of St. Paul to conduct Truth-in-Sale of Housing Evaluations.

*Time of Sale.* The acceptance of an offer, written or oral, to sell or otherwise change the ownership of a property, including a contract for deed, by the owner or agent of an owner of that property.

*Truth-in-Sale of Housing Evaluation.* An evaluation of a Dwelling or Dwelling Unit, performed by a Licensed Evaluator, to determine the condition of the structural, electrical and mechanical systems as they relate to Chapter 34, minimum housing standards for Dwellings or Dwelling Units of the City of St. Paul and the Evaluator Guidelines adopted by the Truth-in-Sale of Housing Board and documented in the Disclosure Report to determine the condition of the structural, electrical and mechanical systems as they relate to Chapter 34, minimum housing standards for Dwellings or Dwelling Units in the City of St. Paul and the Evaluator Guidelines adopted by the Truth-in-Sale of Housing Board.

### Sec. 189.03. Required Acts.

- (a) Any owner or agent of an owner who sells or makes available for sale a Dwelling or Dwelling Unit by implementing any of the following actions, including, but not limited to, advertising the sale of the Dwelling or Dwelling Unit, entering into a listing agreement to sell the Dwelling or Dwelling Unit or posting a sign that the Dwelling or Dwelling Unit is for sale, or any action where the logical result of that action will be the sale or change of ownership of the Dwelling or Dwelling Unit shall, within three (3) calendar days of any such action, have a Truth-in-Sale of Housing Evaluation completed by a Licensed Evaluator, or obtain a copy of an Alternatively Accepted City Inspection Report.
- (b) At all times following the completion of the Disclosure Report a Dwelling or Dwelling Unit that is for sale shall have a valid Disclosure Report, or Alternatively Accepted City Inspection Report, conspicuously displayed at the premises.
- (c) The owner or agent of an owner shall make available for viewing a copy of the valid Disclosure Report, or an Alternatively Accepted City Inspection Report, to all potential buyers.
- (d) A valid Disclosure Report, or an Alternatively Accepted City Inspection Report, issued for the Dwelling or Dwelling Unit in question shall be provided to the buyer, by the owner or agent of an owner, before or at the time of sale of the Dwelling or Dwelling Unit.

- (e) A valid Disclosure Report issued for the Dwelling or Dwelling Unit shall be filed by the Licensed Evaluator with the Secretary-Treasurer of the Truth-in-Sale of Housing Board, before the time of sale of the Dwelling or Dwelling Unit.
- (f) If a valid Disclosure Report or an Alternatively Accepted City Inspection Report is not made available for viewing by the owner or agent of an owner, the agent of the buyer shall report the owner and/or agent of the owner to the Truth-in-Sale of Housing Board.

*(Ord. No. 17732, § 2, 5-3-90; C.F. No. 00-859, § 1, 10-11-00; C.F. No. 01-1189, § 1, 12-5-01; C.F. No. 03-1095, § 2, 1-14-04; Ord 13-49, § 1, 9-11-13)*