



City of New Hope

Best Practices Program

For Multifamily Rental Properties

Introduction

Rental properties with three or more units can qualify for the Best Practices Program. The purpose of the Best Practices program is to encourage good quality property maintenance and management at rental properties in New Hope.

For 2011, Best Practices program participants benefit from a lower annual rental registration permit fee of \$75 per building and \$11 per unit (the 2011 fee for non-participants is \$150 per building and \$20 per unit).

Application

Property managers or owners must submit a Best Practices Program application and the requested documentation needed to determine compliance with all program requirements.

Program Requirements

The “Best Practices” qualification requirements are as follows:

1. Use of a city-approved Crime Free Housing addendum or equivalent in all new and/or renewed leases;
2. All new and/or renewed leases must include a provision to permit city inspection of individual rental units per the city determined inspection schedule;
3. Use of a background check procedure that includes a criminal history check for all new tenants/rental managers/employees;
4. Continuing **verification every three years** that the property manager has attended at least one city approved Crime Free Multi Housing Training program during the three year verification cycle. It shall be the property manager’s or owner’s affirmative responsibility to provide the city with the property manager’s verification of this requirement;
5. Attendance by the property manager at a minimum of one New Hope Property Managers’ Association meeting each year;
6. During every inspection cycle, the property must fully comply with all property maintenance standards required by New Hope City Code Section 3-30 with **NO MORE THAN ONE RE-INSPECTION**.

Program Disqualification

The city may terminate a property from the “Best Practices” Program if the city determines that the property has failed to comply with the requirements of the program. A rental property disqualified from the “Best Practices” program shall pay the non-participant registration permit fee to obtain the following year’s registration permit.

Reapplication Procedure

If a property loses its “Best Practices” status, the property owner may reapply for the program only after successfully passing the inspection during the following inspection cycle and re-submitting an application.

For more information, please contact Pam Sylvester
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