

**ORDINANCE NO. 1190**

**AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND AMENDING CHAPTER 4 (BUILDINGS AND HOUSING), ARTICLE II (PROPERTY MAINTENANCE CODE) OF THE CODE OF THE CITY OF CAMBRIDGE, MARYLAND FOR THE PURPOSE OF PROVIDING THAT, EFFECTIVE JUNE 30, 2020, A RENTAL REGISTRATION STATEMENT FOR ANY NON-OWNER OCCUPIED RESIDENTIAL DWELLING UNIT THAT HAS NOT BEEN PREVIOUSLY REGISTERED WITH THE CITY OR FOR WHICH THERE HAS BEEN A CHANGE IN THE OWNER OF RECORD SINCE THE FILING OF THE MOST RECENT REGISTRATION STATEMENT SHALL CONTAIN A CERTIFICATION FROM THE CHIEF CODE ENFORCEMENT OFFICER FOR THE CITY THAT A CITY CODE ENFORCEMENT OFFICER HAS INSPECTED THE DWELLING UNIT AND THE REAL PROPERTY UPON WHICH IT IS LOCATED AND HAS DETERMINED THE SAME TO BE IN COMPLIANCE WITH THE CODE OF THE CITY OF CAMBRIDGE; PROVIDING THAT THE TITLE OF THIS ORDINANCE SHALL BE DEEMED A FAIR SUMMARY AND GENERALLY RELATING TO NON-OWNER OCCUPIED RESIDENTIAL DWELLING UNITS IN THE CITY OF CAMBRIDGE.**

**WHEREAS**, pursuant to Md. Code Ann., Local Gov't § 5-202 and § 3-27(1) of the Charter of the City of Cambridge (the "Charter"), the Commissioners of Cambridge are authorized and empowered to pass all such ordinances not contrary to the Constitution and laws of the State of Maryland or the Charter as they may deem necessary for the good government of the City of Cambridge (the "City"); for the protection and preservation of the City's property, rights, and privileges; for the preservation of peace and good order; to secure persons and property from danger and destruction; and for the protection and promotion of the health, safety, comfort, convenience, welfare, and happiness of the residents of the City and visitors thereto and sojourners therein; and

**WHEREAS**, pursuant to Md. Code Ann., Local Gov't § 5-205(d)(1)(i), the Commissioners of Cambridge are authorized and empowered to establish and collect reasonable fees and charges for franchises, permits, or licenses granted by the City; and

**WHEREAS**, pursuant to § 3-27(35) of the Charter, the Commissioners of Cambridge are authorized and empowered to generally require permits or licenses to be obtained where necessary for regulatory purposes in the interest of the public health, safety, or morals and to establish and collect fees and charges for all licenses and permits issued under such authority; and

**WHEREAS**, pursuant to the foregoing authority, on February 14, 2011, the Commissioners of Cambridge passed Ordinance No. 1006 for the purpose of enacting a registration requirement for non-owner occupied residential dwelling units, which is currently codified as § 4-42 of the Code of the City of Cambridge (the "City Code"); and

**WHEREAS**, the Commissioners of Cambridge are desirous of amending § 4-42 of the City Code for the purpose of providing that, effective June 30, 2020, a rental registration statement for any

non-owner occupied residential dwelling unit that has not been previously registered with the City or for which there has been a change in the owner of record since the filing of the most recent registration statement shall contain a certification from the chief code enforcement officer for the City that a City code enforcement officer has inspected the dwelling unit and the real property upon which it is located and has determined the same to be in compliance with the City Code; and

**WHEREAS**, the Commissioners of Cambridge find that the amendments set forth herein are necessary to promote and protect the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of Cambridge, that:

**SECTION 1.** Chapter 4 (Buildings and Housing), Article II (Property Maintenance Code) of the Code of the City of Cambridge, Maryland is hereby amended as follows:

**Sec. 4-42. – Registration of non-owner occupied residential dwelling units.**

(a) UNCHANGED

(b) UNCHANGED

(c) UNCHANGED

(d) The registration statement shall contain the following information:

- (1) A description of the premises by street number or otherwise, in such manner as to enable the code official to find the same.
- (2) The name and address of the owner of record and of the managing operator if other than the owner; and, in addition, if the owner is a corporation, the name and address of the resident agent thereof. If the owner is a partnership or other business entity, the statement shall further include the name and address and position of a responsible partner or officer.
- (3) Designation of a resident agent. If the owner does not reside within Dorchester County or 40 miles of the city, the owner shall designate a resident agent defined as follows: a natural person 18 years of age or older who resides within the designated boundaries of Dorchester County, Maryland, or within 40 miles of the city, who is designated by the owner as his authorized agent for receiving notices of violations, for receiving court process on behalf of such owner in connection with the enforcement of ordinances relating to such units, and for notification of emergency conditions or repairs. For purposes of this subsection a physical address is required; a post office box does not suffice as an address. The department must be notified within 30 days of any change in the name or address of the designated agent. Where the owner has failed to notify the department of a new authorized agent or has failed to file a new registration statement by September 30 of any year as required, service of violation notices and court process

**AND BE IT FURTHER** enacted and ordained that this Ordinance shall become effective immediately upon passage.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

\_\_\_\_\_  
Patrick C. Comiskey, City Manager

By: \_\_\_\_\_  
Andrew Bradshaw, Mayor

**Introduced the \_\_\_ day of \_\_\_, 2021**  
**Passed the \_\_\_ day of \_\_\_, 2021**  
**Effective the \_\_\_ day of \_\_\_, 2021**

# Tenant Complaint Inspection Checklist

Tenant Name- \_\_\_\_\_

Telephone Number- \_\_\_\_\_

Address of Rental Complaint- \_\_\_\_\_

## Interior

- |                                      |     |    |
|--------------------------------------|-----|----|
| 1) Smoke Alarms 10yr Lithium Battery | Yes | No |
| 2) Chipping & Flaking Paint          | Yes | No |
| 3) Missing or Cracked Glazing        | Yes | No |
| 4) Floor Smooth Sound Surface        | Yes | No |
| 5) Plumbing Fixture Leaks            | Yes | No |
| 6) Electrical Hazards                | Yes | No |
| 7) Interior Doors                    | Yes | No |
| 8) Weatherstripping                  | Yes | No |
| 9) Surface Mildew                    | Yes | No |
| 10) Visible Leaks                    | Yes | No |
| 11) Sanitation                       | Yes | No |

## Exterior

- |  |     |    |
|--|-----|----|
| 1) Premise Identification                | Yes | No |
| 2) Missing or Cracked Siding             | Yes | No |
| 3) Roof Damage & Shingles                | Yes | No |
| 4) Chipping & Flaking Paint              | Yes | No |
| 5) Exterior Doors                        | Yes | No |
| 6) Rubbish/Trash                         | Yes | No |
| 7) Foundation Skirting                   | Yes | No |
| 8) Accessory Structures, Garage & Fences | Yes | No |

By signing this document I hereby state that I am the Legal Tenant of the above listed rental property.

Signature of Legal Tenant- \_\_\_\_\_