

**ORDINANCE NO. 1685**

**BEING AN ORDINANCE AMENDING CHAPTER 5A ARTICLE IV OF THE COLUMBIA HEIGHTS CITY CODE TO REGULATE RENTAL DENSITY FOR DETACHED SINGLE-FAMILY RENTAL DWELLINGS**

The City of Columbia Heights does ordain:

**Section 1**

**5A.401 of the Columbia Heights City Code is hereby amended to read as follows, to wit:**

5A.401 OCCUPANCY LICENSE REQUIRED.

(A) No person, firm, government agency or corporation shall own a premises that is rented, leased, let, or used for any type of occupancy in the ~~city~~ City without having first obtained an occupancy license (license) as hereinafter provided and outlined in the Property Maintenance Inspection Policy. Each such license shall register annually with the ~~city~~ City. If the license is denied, no occupancy of a premises, then vacant or which become vacant, is permitted until a license has been issued. Apartment units within an unlicensed apartment building for which a license application has been made and which units are in compliance with this chapter may be occupied provided that the unlicensed units within the apartment building do not create a hazard to the health and safety of persons in occupied units.

(B) Rental Density for Detached Single-Family Dwellings.

- (1) In any zoning district, the quantity of detached single-family dwellings eligible to obtain a rental occupancy license on any block shall not exceed the number prescribed in Table 1, unless a temporary license is granted by the City Council as provided herein. Table 1 indicates how many detached single-family dwellings per block are able to be licensed as a rental property based on the number of detached single-family dwellings that exist in a block.

TABLE 1

Lots/Block	Rental Units Allowed
1-14	1
15-24	2
25-34	3
35-44	4
45-54	5
55-64	6
65-74	7
75-84	8
85-94	9

- (2) The following guidelines shall apply to determine eligible detached single-family dwellings, blocks and lots:
  - (a) For the purposes of this section, a BLOCK shall be defined as an area of land enclosed within the perimeter of streets, watercourses, public parks, municipally owned lots, and City boundaries and further defined by an official map maintained by the City.

- (b) This section shall apply to legally conforming lots of record and legally nonconforming lots of record. For the purposes of this section, lots of record may also be referred to as PROPERTIES, PROPERTY, or LOTS.
  - (c) If a block contains more than one type of residential dwelling, only lots that contain detached single-family dwellings shall be included in the calculation of the total number of lots per block.
  - (d) Two-family, town home, twinhome, multiple-family, commercial, public, institutional, and industrial uses located in any zoning district shall not be included in the calculation of the total number of lots per block.
- (3) If the number of detached single-family rental dwellings meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, no additional detached single-family dwelling rental licenses shall be approved for the block, unless a temporary license is granted by the City Council as provided herein. Existing detached single-family dwelling rental licenses may be renewed; however, should a rental license not be renewed, terminated due to the sale of a property by the current license holder, transfer of property ownership occurs, or if the rental license is revoked or lapses, the rental license shall not be reinstated unless it is in conformance with this section and other applicable sections of the City Code.
- (4) If the number of detached single-family dwelling rental properties meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, a property owner may request a temporary license to allow an additional rental property for that block. The City Council may grant or deny a temporary license in its sole discretion. Persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years.

(C) Exception. Owner occupied Single-family home occupancies.

(Ord. 1532, passed 11-26-07; Ord. 1685, passed 08-14-23)

## **Section 2**

This ordinance shall be in full force and effective from and after 30 days after its passage.

First Reading: July 24, 2023

Offered by: Jacobs

Seconded by: Spriggs

Roll Call: All Ayes

Second Reading: August 14, 2023

Offered by: Buesgens

Seconded by: Jacobs

Roll Call: Jacobs, James, Buesgens, Márquez Simula: Aye

Spriggs: No

Date of Passage: August 14, 2023

  
Amada Márquez Simula, Mayor

Attest:



Sara Ion, City Clerk/Council Secretary

**SUMMARY OF ORDINANCE NO. 1685**

**BEING AN ORDINANCE AMENDING CHAPTER 5A ARTICLE IV OF THE COLUMBIA HEIGHTS CITY CODE TO REGULATE RENTAL DENSITY FOR DETACHED SINGLE-FAMILY RENTAL DWELLINGS**

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1685 on August 14, 2023.

The purpose of this ordinance is to establish, upon passage, a per-block rental density cap on single-family rental dwellings. The ordinance amends Chapter Five of Columbia Heights City Code creating the rental density cap while establishing exemption procedures and cap implementation processes. The rental density cap splits the city into blocks and caps the number of rental properties per that block. If someone applies for a single-family rental license, they will be required to meet the cap in order to obtain a rental license. The official number of rentals per block is outlined in Table 1 of the ordinance. Applicants that are not allowed to obtain a single-family rental license because of the density limits, will be able to request an exemption. It will be up to the Council's sole discretion to grant the exemption requests. Granted exemptions will be able to obtain a temporary license for the span of one year. For situations lasting more than a year the applicant can re-apply for the temporary license but a property owner is only allowed to have a temporary license for no more than two years. Temporary licenses will still be required to meet all building health and safety standards. Single-family rental applications are distributed on a first come first serve basis.

This is a summary of Ordinance No. 1685. A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at [www.columbiaheightsmn.gov](http://www.columbiaheightsmn.gov).

Attest:

  
\_\_\_\_\_  
Sara Ion, City Clerk/Council Secretary

  
\_\_\_\_\_  
Amada Márquez Simula, Mayor

# AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA )  
COUNTY OF ANOKA ) ss

Rhonda Herberg being duly sworn on an oath, states or affirms that he/she is the Publisher's Designated Agent of the newspaper(s) known as:

BSLP Col Hght Frid Life

with the known office of issue being located in the county of:

ANOKA

with additional circulation in the counties of:

RAMSEY

and has full knowledge of the facts stated below:

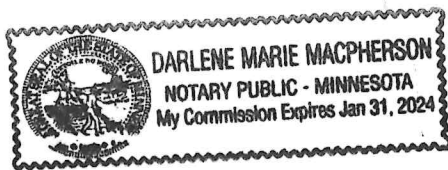
- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 08/25/2023 and the last insertion being on 08/25/2023.

**MORTGAGE FORECLOSURE NOTICES**  
Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By:   
Designated Agent

Subscribed and sworn to or affirmed before me on 08/25/2023 by Rhonda Herberg.

  
Notary Public



### Rate Information:

- (1) Lowest classified rate paid by commercial users for comparable space:  
\$999.99 per column inch

Ad ID 1336691

## CITY OF COLUMBIA HEIGHTS SUMMARY OF ORDINANCE NO. 1685

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Attest:  
Amada Márquez Simula, Mayor  
Sara Ion, City Clerk/Council Secretary

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