



## RESOURCES FOR NEW LANDLORDS

1. **Keep your rental property information up-to-date with the City.** Landlords are responsible for notifying the city of their rental properties and keeping their contact information current. Please visit [www.corvallisoregon.gov/RHPupdate](http://www.corvallisoregon.gov/RHPupdate) to update contact information or to remove or add a rental property.
2. **Read the Corvallis Livability Code.** The [Corvallis Livability Code](#) replaced the Rental Housing Code and went into effect on September 15, 2016. The code addresses the requirements for interior and exterior conditions on rental properties and specifically outlines the responsibilities for both landlords and tenants. This is a useful tool for learning what you are accountable for as well as educating your Tenant about their responsibilities.
3. **Know your way around Chapter 90.** The state's Landlord Tenant Law is found in [Chapter 90](#) of the Oregon Revised Statutes (ORS). This is not light reading, but it is necessary for a landlord to know how to access and navigate Chapter 90 before urgent questions come up. We most frequently refer landlords to the following sections: [Essential Services \(90.365\)](#), [Habitability \(90.320\)](#), [Security Deposits \(90.300\)](#), [Accessing Property \(90.322\)](#), [Pets \(90.405 & 90.396\)](#), and [Notice Requirements \(90.150, 90.155, 90.160, and 90.394\)](#). The Oregon Legislature often makes changes to this law. After each legislative session ends, consider taking a class to learn and incorporate changes into your processes. The [Oregon Rental Housing Association](#) and [Multifamily NW](#) are two organizations that offer this type of class.
4. **Be aware of your own biases and avoid Fair Housing mistakes.** Even the best-intentioned individual can make Fair Housing mistakes. Before you advertise and screen tenants, it is important to know the national, state, and local protected classes. For example, in Corvallis you may not discriminate based on age, sexual orientation, or gender identity in addition to the other state and national protected classes. The City offers an annual Fair Housing 101 for Landlords class each April – [join the waitlist](#) and landlords may contact the Oregon Fair Housing Hotline at 1-800-424-3247 anytime.
5. **Establish best practices with your peers.** Corvallis landlords have the good fortune of having a Rental Property Management Group (RPMG). The group meets the last Tuesday of each month to discuss topics and best practices for local landlords. New landlords can learn how their peers are making decisions regarding common, practical issues affecting screening applicants to checkouts and everything in between (e.g. deposits, service animals, smoking, late rent payments, and notice requirements to name a few). Visit <http://www.duerksenrentals.com/rpmg/> for upcoming meeting dates and topics.
6. **Stay on top of Special Response Notices (SRNs) at your properties.** The City of Corvallis Police Department posts the list of properties where SRNs are issued on their Facebook page every Tuesday. SRNs are issued for a variety of violations, all of which concern the behavior of the tenants or others on the property. Landlords are encouraged to review this list to ensure their rental property is not causing a disruption to the neighborhood and to avoid the fees associated with a Nuisance Property designation. Visit <https://www.facebook.com/CorvallisPoliceDepartment> to stay informed of SRNs.

7. **Subscribe to the Rental Housing Quarterly e-Newsletter.** Sign-up online to receive a quarterly newsletter that addresses the most common RHP questions received in the past few months, statistics regarding Special Response Notices (SRNs) and Livability Code issues, as well as upcoming landlord trainings and events. Visit the Rental Housing Program page at [www.corvallisoregon.gov/index.aspx?page=354](http://www.corvallisoregon.gov/index.aspx?page=354).