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## TENANT INFORMATIONAL BROCHURE

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**Mayor  
Thomas M. Menino**

**WELCOMES YOU TO  
BOSTON**

### INSPECTIONAL SERVICES DEPARTMENT

1010 Mass Ave.  
Boston, MA 02118  
Phone (617)635-5300  
Fax ((617)635-5383  
[www.ci.boston.gov/](http://www.ci.boston.gov/)

## RENTAL PROPERTY SURVIVAL SEMINAR

As part of an ongoing effort to educate homeowners and tenants of their rights and responsibilities the city of Boston's Housing Division holds a four hour seminar the third Saturday every month from 10:00a.m. to 1p.m. During the seminar ISD housing inspectors cover the following topics:

- How to properly screen potential tenants,
- New Carbon Monoxide Law and what that means to property owners.
- The Rental Re-Inspection Ordinance "what should be done before an apartment is leased"
- How to resolve code violations during tenancy,
- The "Breathe Easy Program," which addresses asthma related

symptoms in the home such as mold, infestation and dust.

For more information call (617) 635-1400.



## RENTAL DELIVERY STANDARDS

In August 2006 Boston enacted a new ordinance (CBC9-1.5) that establishes delivery standards for all newly rented apartments. This ordinance requires rental apartments to be delivered meeting the following requirements.

- They must be **clean and sanitary** unit (free of garbage, trash and debris, broom-swept)
- They must have working **smoke alarms**.
- They must have a working **Carbon Monoxide alarm**.
- Absentee-owners **must post their name, address and telephone number**.
- And they must be **safe** (free from conditions that may endanger or materially impair the health or safety of the occupant(s))

**Property owners found in violation of these requirements will be issued a fine of up to \$300.**

Violations of CBC 9-1.5 must be reported within 24-hours of moving into an apartment. To report a violation or to request more information call

**(617) 635-5300 or**

**[www.cityofboston.gov/isd/housing](http://www.cityofboston.gov/isd/housing)**



## TRASH REGULATIONS

- Trash must be stored in containers with tight fitting covers,
- Trash must be placed out for collection in barrels or two ply trash bags.
- Place trash outside after 5p.m. the day before pickup
- Use of paper bags or retail type bags is prohibited.
- If your receptacles are inadequate or your storage area is not clean, contact your landlord.
- Violators can face a fine up to \$25.00.

For additional information regarding trash regulations contact the Public Works Department at (617) 635-7573. [www.cityofboston.gov/publicworks/recycling](http://www.cityofboston.gov/publicworks/recycling)

## PARKING

Parking on the front, side and rear yard of a property without a permit is illegal. Offenders will be fined \$300.

Nearly every neighborhood requires a resident parking permit. To learn how to obtain a resident parking permit log on to:

[www.cityofboston.gov/transportation](http://www.cityofboston.gov/transportation)



## BED BUG ALERT

Cases of bed bug infestation are increasing in the U.S. These insects are not known to spread diseases, however can be a nuisance.

The following tips will help you avoid or address an infestation:

- **AVOID USED FURNITURE.**
- **IMMEDIATELY NOTIFY YOUR LANDLORD AND ISD IF YOU** think your apartment is infested, so that a licensed Pest Control Operator is brought in to exterminate. Notifying ISD allows us to ensure that the proper steps are being taken.
- **VACATING AN INFESTED UNIT, OR DISCARDING INFESTED ITEMS** -Notify your landlord and the city of Boston. Infested items should be discarded with caution; they should be dismantled and labeled to warn others against taking them home

For additional information on bedbugs contact the Boston Public Health Commission at 617-534-5611 or [www.bphc.org](http://www.bphc.org)

## RENTAL HOUSING MANDATORY INSPECTIONS

As a tenant in the City of Boston, you have a right to a rental unit that meets all of the minimum requirements of the State Sanitary Code (Housing Code).

Owners of Rental Units must request inspections from ISD within 45 days of new occupancy. Owner occupied 1-6 unit buildings are exempt. Failure to comply with this requirement is punishable by a fine of \$300 for each month in violation.

To report a landlord's failure to obtain an inspection, or to receive more information, please contact ISD.

## RESOURCE CENTER

Whether you're renting your first apartment or have questions regarding your lease, security deposit or you have a dispute with your landlord; Boston's Rental Housing Resource Center has experts on staff to offer advice and a web page that will answer all your questions.

For additional information call 617-635-4200 or [www.cityofboston.gov/rentalhousing](http://www.cityofboston.gov/rentalhousing)