



CITY OF  
**Vancouver**  
WASHINGTON

# Rental Registration VMC 5.08

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June 16, 2025 Council Consent Agenda  
July 14, 2025 Public Hearing



# Agenda

- Background and Need
- Rental Housing Characteristics
- Registration Requirements
- Program Information
- Timeline
- Requested Action



# Background

## Repeated priority from community stakeholders

### **2016 Affordable Housing Task Force**

- Require multi-family projects to be inspected on a routine basis to keep units safe and livable
- Preserve existing housing stock and avoid tenant displacement caused by severe code violations

### **2019 RESIDE Vancouver**

Create an ordinance requiring all rental properties to register with the City to receive a permit demonstrating each unit's habitability and code compliance prior to tenant occupation.

### **2023 Heights Equitable Development**

Support low-income renters through tenant protections, including legal assistance, rental registration, and rights of first refusal.





# Rental Habitability Advisory Group

## Program requirements formulated with stakeholders in 2024

Representatives from:

- Landlords
- Property Managers
- Tenants Rights Organizations
- Affordable Housing Developers
- Market Rate Developers
- Residents
- Homeless Service Providers
- Landlord Associations
- Landlord & Tenant Attorneys and Mediators





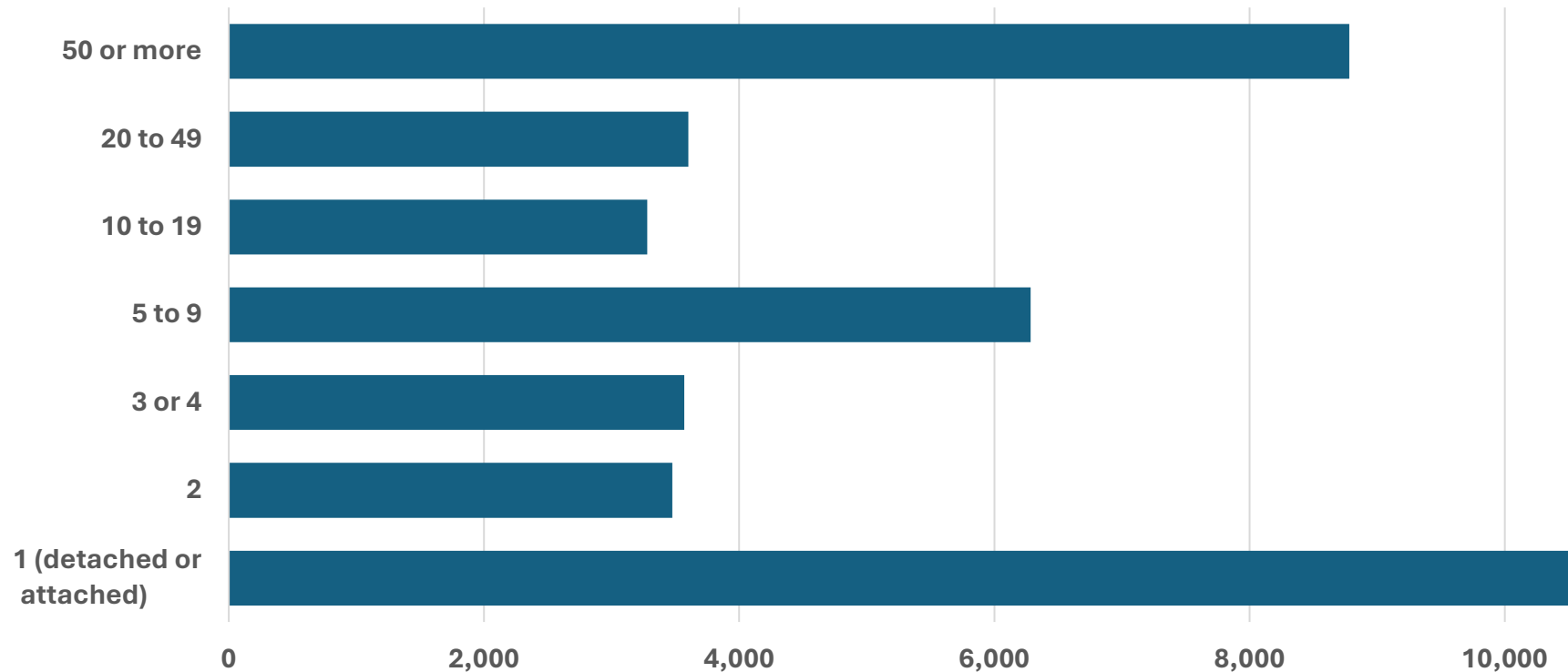
# Need for Rental Registration

- City lacks comprehensive data on rental housing supply
- Lack of basic data inhibits communication with landlords and property managers
- Better data will lead to enhanced City support for landlords and tenants
- Database will allow City to enforce basic safety standards



# Vancouver Rental Unit Distribution

Rental housing is concentrated in 1-4 unit or 50+ unit properties



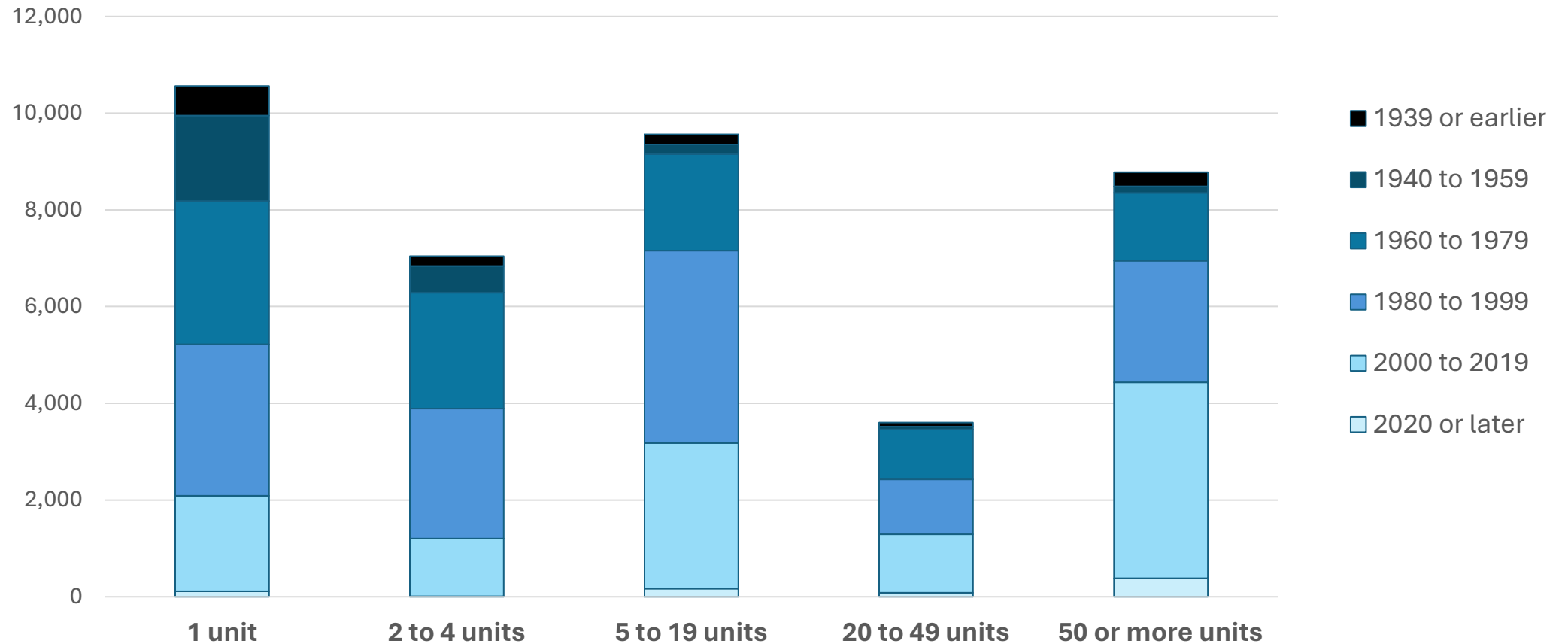
39,993 renter  
occupied  
units

Source: ACS 5-Year Data Tables, Table S25032, 2023



# Rental Housing Age Distribution

1 – 4 unit projects have higher percentage of older buildings



Source: ACS 5-Year Data Tables, Table B25127, 2023



# Registration Requirements

Topic	Proposal
<b>Registration</b>	Rental property owners will be required to obtain or renew rental registration in addition to a City business license each calendar year. Rental housing owners will be required to register units at the beginning of each calendar year with a filing deadline of February 15.
<b>Required Information</b>	<ul style="list-style-type: none"><li>• Rental property name and address</li><li>• Year built</li><li>• Type of rental (multifamily, duplex, ADU, single-family, etc.)</li><li>• Number of units and number of bedrooms/baths for each unit</li><li>• Number of units restricted to tenants earning less than 60% AMI</li><li>• Owner contact information</li><li>• Local contact, if applicable</li></ul>
<b>Exemptions</b>	<ul style="list-style-type: none"><li>• Short-term rentals, hotels, emergency shelter, nursing homes and hospitals</li><li>• Owner-occupied single-family housing (i.e., mobile homes or renting a bedroom)</li><li>• No other long-term rental housing units will be exempt from registration<ul style="list-style-type: none"><li>• Income-restricted housing affordable to households earning less than 60% of area median income must register but are exempt from registration fee.</li></ul></li></ul>





# Fee and Costs

Topic	Proposal
<b>Fee</b>	\$30/unit fee each year as part of the annual rental registration process
<b>Incentive</b>	To encourage initial registration, the City will waive the first-year registration fee if property is registered within first 90 days of program launch.
<b>Marketing, Education and Outreach</b>	The City will work with partners to perform extensive communication and outreach prior to launch; replaced by ongoing education and mailing costs. The new code requires housing providers to notify tenants about the registration program and resources available.
<b>Staff Cost Assumption</b>	The City will provide staff support in four roles: <ul style="list-style-type: none"> <li>• Rental registration program coordination and reporting</li> <li>• Special licensing/accounting assistance</li> <li>• Code enforcement (for auditing, failed unit referrals)</li> <li>• Program Support specialist</li> </ul>
<b>Relocation Set Aside</b>	Funded through annual registration fees; goal of \$50k in fund





# Registration Information

Property owners will:

- display copy of registration at property
- provide tenants with written information regarding registration program and resources at lease up

New City website will provide:

- listing of registered properties
- registration instructions and FAQ
- information on landlord and tenant resources



# Community Awareness Strategy

## Targeted Communication

- Community partners
- Rental housing associations
- Property management firms

## General Public Information

- Online: website, social media, webinars
- Publish: Columbian, neighborhood newsletters
- Direct mail: notices to rental property owners
- In-person: community events



# Estimated Timeline for Program Implementation







## Requested Action

Approve ordinance creating Chapter 5.08 of the Vancouver Municipal Code establishing a Residential Rental Registration Program and amending VMC 22.01.030 to include this new chapter under City enforcement provisions.

