



CITY OF
**SOUTH
PORTLAND**
Executive Department

Scott T. Morelli
City Manager

Joshua J. Reny
Assistant City Manager

May 19, 2023

«Owner»
«address»
«City», «State» «Zip»

RE: South Portland Rent Stabilization Ordinance

Dear Rental Housing Provider:

In March 2023, the South Portland City Council adopted a Rent Stabilization Ordinance that will become applicable on **May 27, 2023**. The most significant policy change affects landlords who own 16 or more rental units in South Portland, who will be limited in the amount of rent that can be increased from year to year going forward. There are many other provisions that apply to all landlords, regardless of the number of units owned.

Enclosed is a **Frequently Asked Questions (FAQs)** document that is intended to help explain the substance of the new ordinance. I also encourage you to read the ordinance itself, which is available on our website at:

<https://www.southportland.org/residents/renter-information>.

As noted in the attached FAQs document, highlights of the ordinance include:

- Rent increases may not be more frequently than once per year.
- Unless exempt, rent increases are capped at 10% per year. Exemptions include new construction; units for which rent is controlled, limited, or set by a federal, state, or local governmental agency (i.e., affordable housing); and units owned, in whole or in part, by a person/entity owning 15 or fewer rental units. A full list of exemptions can be found in Sec. 12-503 of the ordinance.
- Rental units subject to the annual rent cap are allowed to reset rent upon vacancy of the unit.
- Landlords are required to provide notice to Tenants of the existence of the ordinance and whether the housing unit is exempt from the 10% annual rent cap. If Tenants are not provided proper notice, then the rental unit is subject to the annual rent cap by default.

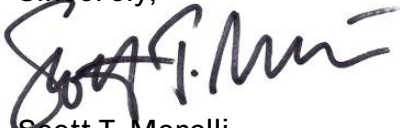
Additionally, all Landlords in the City of South Portland are required to provide Tenants an additional disclosure form titled, “Rights and Responsibilities of Tenants and Landlords”.

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South Portland, ME 04116-9422
Telephone: (207) 767-7606 • Fax: (207) 767-7629 • Web: www.southportland.org

This disclosure form and additional information can be found at the same website listed above.

Enforcement of the Rent Stabilization Ordinance will be through a civil process, whereby a Landlord's failure to comply with the ordinance will become a Tenant's affirmative defense in a forcible entry and detainer (FED) or other action brought by a Landlord to recover possession of a Housing Unit. We ask that all Landlords fully comply with the ordinance to avoid issues going forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott T. Morelli". The signature is fluid and cursive, with a prominent initial "S" and a long horizontal stroke at the end.

Scott T. Morelli
City Manager

Enclosure: Rent Stabilization Q&A