



8150 Barbara Avenue
Inver Grove Heights
Minnesota 55077
651-450-2500
www.ighmn.gov

October 3, 2025

Re: Proposed Changes to the Inver Grove Heights Rental Licensing Ordinance

Dear Rental License Holder,

The Inver Grove Heights City Council is considering amendments to the existing City Code regarding the licensing of rental residential properties in the city. Prior to the passage of such amendments, the City Council is required to hold three readings, which are reviews of proposed amendments, unless this requirement is waived by the City Council.

The readings are planned to take place at the City Council meetings on October 13, October 27 and November 10, 2025; with a final vote anticipated to occur following the final reading on November 10, 2025. City Council meetings take place at 6:00 p.m. in the Council Chambers located at Inver Grove Heights City Hall, 8150 Barbara Avenue, and are open to the public.

The proposed amendments include, but are not limited to, the following:

- Change from a two-year license to a one-year license.
- Establish a firm renewal submittal deadline of January 31; keep the current license period of April 1 through March 31.
- Add ability to impose fines for late or incomplete license renewal applications.
- Authorize administrative (staff) approvals and denials of new or renewed license applications; appeals of denials would go to the City Council.
- Reduce application content and required information and documentation.
- Require licensed rentals to have a property manager living within 75 miles of Inver Grove Heights. The property manager may also be the property owner.
- Implement a three-tier fine structure for violations of the rental licensing code.

If the City Council adopts the proposed ordinance, amending the license duration from every two years to an annual license, two-year licenses approved prior to November 10, 2025 would remain valid and continue under the current terms and conditions of the license until the current expiration date.

Although the three readings are not formal public hearings, as an existing owner or license holder of a residential rental property, you are invited to participate in the above-mentioned City Council meetings to learn about the proposed amendments and provide comments. If you are unable to attend, you may email written comments or questions to City Clerk Rebecca Kiernan at rkiernan@ighmn.gov.

Sincerely,


Jason Ziemer
Community Development Director