

We could produce a postcard size info card for tenants titled:

“Your rights when you make a housing complaint”

- 1) If you made a complaint and the inspector finds a violation of the minimum housing code the landlord will be notified in writing and you are entitled to a copy of the inspector’s report. In most cases the violation will be corrected within 30 days unless the violation is something more serious requiring compliance sooner. Contact the inspector with the business card they provide you to receive a copy of the report.
- 2) For questions about the report or issues with the inspector or inspection contact the Code Enforcement Division Manager Patti Wehman at pwehman@burlingtonvt.gov or the Director Bill Ward at wward@burlingtonvt.gov.
- 3) Tenants are protected against Retaliatory Eviction by Burlington City Ordinance. You cannot be evicted for making a code violation complaint. Ask the inspector or department supervisors for additional details about **Burlington City Ordinance section 18-29 Retaliatory eviction.**

We can include phone numbers/web links for the tenant’s hotline and Legal Aid services.

Keep in mind this is just a draft idea but it would let a tenant know what to expect from the inspector, how to reach a supervisor and let them know they are protected from retaliatory eviction.