

**The Rent Leveling Office serves the interests of:**

1. Tenants, in terms of assuring their occupancy of well-maintained and improved housing at fair and reasonable levels of rent.
2. Landlords, in terms of assuring them as far as possible rentals which will yield a fair return on their investments while affording them the opportunity to make expenditures designed to upgrade the quality of the housing stock.
3. The City of Paterson, in terms of assuring the maintenance of the fiscal well-being of the City to the extent that this well-being is based on the taxing of real property and on the welfare of tenants and landlords as well as on the preservation of good housing and the enhancement of neighborhoods.

**Functions of the Rent Leveling Office:**

- To supply information and assistance to landlords and tenants
- To remedy violations of the Rent Leveling Ordinance by ordering rebates and increases.
- To accept and process complaints from tenants of illegal increases.
- To accept and process applications from landlords for rental increases under the hardship, exemptions, capital improvement and service rent increase provisions of the Rent Leveling Ordinance.

**PATERSON RENT LEVELING  
ORDINANCE - GENERAL  
INFORMATION**

**• Does the Rent Leveling Ordinance cover my apartment or building?**

The Rent Leveling Ordinance provisions cover all dwellings where two or more apartments are rented. The following are exempt: building in which only one (1) unit is rented; motels; hotels; rooming houses licensed by the Director of the Department of Community Affairs; federally and state subsidized housing; buildings as to which initial certificates of occupancy for new construction are issued after 1976; and substantially rehabilitated residential structures, (for certain periods), as defined in Section 381-12 of the Ordinance.

**• How much can a landlord routinely raise rent and how often for apartments covered by the Rent Leveling Ordinance?**

Every landlord may annually request an increase in the existing base rent for rent controlled apartments limited to 5% or 3.5% for head of household tenants 65 years of age or older or found to be disabled by the Social Security Administration under either the Social Security Disability or SSI Disability Programs.

**• What kind of notice should I receive from the landlord when he/she wants to raise my rent?**

The landlord must give you thirty (30) days written notice before the effective date of increase per Section 381-15 of the Ordinance.

**• What are the reasons why a landlord can request a surcharge or increase besides the routine annual increase?**

There are three reasons:

1. If the landlord makes certain capital improvements to the property he/she may be able to have the cost passed on to the tenants.
2. If the landlord is not making the profit he/she is entitled to, he/she can petition for a hardship rent increase.
3. If the landlord is supplying certain increased services, the landlord can petition for a rent surcharge.

Should the landlord apply for and receive approval for an increase for any of the above mentioned reasons, the tenant will receive prior notification letters from the Rent Leveling Office.

## **Referral Agencies**

We make referrals to different City and other agencies such as:

### **Housing Issues**

Paterson Housing Authority  
60 Van Houten Street, Paterson, NJ  
(973) 345-5080

Division of Community Improvements  
For housing code enforcement  
111 Broadway, Paterson, NJ  
(973) 321-1232

Division of Housing  
For Emergency Shelter, First Time Home  
Buyers, Home Improvement, Relocation  
125 Ellison Street, 4<sup>th</sup> FL., Paterson, NJ  
(973) 321-1214

Division of Health  
For Sanitation Inspection - Lack of Heat  
Hotline/water  
176 Broadway, Paterson, NJ  
(973) 321-1277

### **Rent Help**

Passaic County Board of Social Services  
80 Hamilton Street, Paterson, NJ  
(973) 881-0100

Catholic Family Community Services  
24 Degrasse Street, Paterson, NJ  
(973) 279-7100

Hispanic Multi-Purpose Center  
911 East 23<sup>rd</sup> Street, Paterson, NJ  
(973) 684-3320

### **Utility Assistance**

Paterson Task Force  
155 Ellison Street, Paterson, NJ  
(973) 279-2333

### **PSE&G**

Center City  
301 Main Street, Paterson, NJ  
(1-800) 436-7734

### **For Legal Eviction, Rent Collection and Security Deposit Disputes**

Landlord/Tenant Court  
77 Hamilton Street, Paterson, NJ  
(973) 247-8229

### **For Legal Advice / Representation**

North East NJ Legal Services  
152 Market Street, 6<sup>th</sup> FL  
Paterson, NJ  
(973) 523-2900

# **CITY OF PATERSON**

**Andre Sayegh**  
Mayor

## **DEPARTMENT OF HEALTH & HUMAN SERVICES**

**Oshin Castillo**

## **RENT LEVELING OFFICE**

**Jahleel Monet,**

## **Rent Leveling Administrator**



### **Landlords/Tenants**

### **Bill of Rights**

**125 Ellison Street, 1<sup>st</sup> Floor**  
**Paterson, NJ 07505**  
**(973) 321-1242 Ext. 2285**