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# CITY OF CHICAGO

## RULES

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# CONDOMINIUM CONVERSION RULES

Last updated: 2011



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Mayor Rahm Emanuel

Commissioner Maria Guerra Lapacek

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BY AUTHORITY VESTED IN THE COMMISSIONER OF THE DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION PURSUANT TO **CHAPTER 2-25**, THE FOLLOWING RULES REGARDING **CONDOMINIUM CONVERSIONS** ARE ADOPTED HEREIN.

By Order of the Commissioner:

Signed:   
Commissioner Maria Guerra Lapacek

Date: July 30, 2015

RULES AND REGULATIONS FOR CONDOMINIUMS  
CITY OF CHICAGO  
DEPARTMENT OF CONSUMER SERVICES

The following rules and regulations are promulgated by the Commissioner of the Department of Consumer Services, for the enforcement of Chapter 13-72 in accordance with the provisions of Section 13-72-090.

1. Developers shall organize all property reports in a format which contains the information required by Section 13-72-020 (Property Reports Required) and shall index all property reports in the same order as Section 13-72-020 of the Municipal Code of Chicago. (Effective 1-1-78).
2. Developers shall indicate in the index section of all property reports, the page number or numbers wherein the information required by each sub-section of Section 13-72-020 is located. (Effective 1-1-78).
3. Developers shall make available to any tenant any contract for the purchase of the tenant's unit within three (3) business days of the time written request for examination of the contract is received. (Effective 1-1-78)
4. Notice of Intent given to tenants shall include:
  - a. A statement informing the tenants of their rights to additional tenancy which may be exercised by giving written notice to the developer within 30 days from the date the Notice of Intent was received by the tenant.
  - b. A statement informing tenants of the selling price of all units, together with a property report on buildings of seven or more units. (Section 13-72-050(A)(1)). (Effective 1-23-81).

5. The developers of conversion condominiums shall give all tenants who are over 65 years of age or who are deaf or blind or who are unable to walk without assistance, the right to the additional tenancy provided for in Section 13-72-060. This additional tenancy shall be provided to all qualified tenants who are residing in the unit without regard to whether they have signed the lease, or have entered into the rental agreement.  
(Effective 4-15-78)
6. The developer shall amend property reports at the close of each month when any material change occurs in the following:
  - a. The percentage of tenants who have purchased or contracted to purchase a unit when the property is a conversion and;
  - b. The identity of the owners of the condominium units.  
(Effective 9-15-78)
    - 1) To be submitted to other unit owners in condominium project and to the department.  
(Effective 3-3-82)