



Application to License Rental Dwelling

Blaine City Hall • Housing Division • 10801 Town Square Drive NE • Blaine, MN 55449

Rental Licensing Period: 1/01/20 - 12/31/20

Rental License H20-_____

Staff only

*****Due Date January 1, 2020*****

A \$60.00 late fee will be imposed for each month after this date

Please sign this yellow box ONLY if you are no longer renting your property

I, _____ confirm this property is **no longer a rental property** and agree to immediately contact the Housing Division upon a status change in the future.

Property Address: _____

Reason for non-rental status: vacant/for sale owner living on property Other _____

Effective date for non-rental status: _____ Signature: _____

HOUSING TYPE *Detached = No adjoining wall Attached = Adjoining wall to another unit*

Single-Family (Detached)

- ___ House
- ___ Townhouse
(Entry door from outside)
- ___ Manufactured Home

SINGLE-FAMILY STRUCTURE

Single-Family (Attached)

- ___ Townhouse (Entry door from outside)
- ___ Condominium (Has hallway to entry door)

SINGLE-FAMILY UNIT IN MULTI-FAMILY STRUCTURE

Multi-Family Rental Structure

- ___ Duplex ___ Sixplex
- ___ Triplex ___ Multi-family 7+
- ___ Fourplex

MULTI-FAMILY STRUCTURE

RENTAL PROPERTY ADDRESS: _____

Please check: NEW RENTAL RENEWAL RENTAL

Please Print Clearly!

OWNER INFORMATION (Individual or Company)

| | | | |
|------------------|-------|--------------|------|
| Name: | | Email: | |
| Mailing Address: | City: | St: | Zip: |
| Cell Phone: | | Other Phone: | |

CORPORATE (First Officer) if applicable

| | | | |
|------------------|-------|--------------|------|
| Name: | | Email: | |
| Mailing Address: | City: | St: | Zip: |
| Cell Phone: | | Other Phone: | |

MANAGEMENT (Manager or Authorized agent)

| | | | |
|------------------|-------|--------------|------|
| Name: | | Email: | |
| Mailing Address: | City: | St: | Zip: |
| Cell Phone: | | Other Phone: | |

ON-SITE Manager or Caretaker (Multi-family only)

| | | | |
|------------------|-------|--------------|------|
| Name: | | Email: | |
| Mailing Address: | City: | St: | Zip: |
| Cell Phone: | | Other Phone: | |

FEES

Single Family (Attached and Detached) = \$190

Multi-family = \$180 for building plus \$10 per unit

Examples: Duplex= \$180 + \$20 = \$200, Fourplex= \$180 + \$40 = \$220, Sixplex= \$180+ \$60= \$240

Application fee is NOT prorated or refundable

Late Fee – A fee of \$60.00 for every 30-day period past due will be imposed. ***DUE JANUARY 1, 2020**

Contract for Deed – Buyer must file contract with Anoka County **or** Submit Rental License and fee

Relative Homestead – Must be registered with Anoka County **or** Submit Rental License and fee

**Please be aware, once you send in your payment, it could take up to 90 days before our check is cashed. They are processed in the order they are received. This is due to the high volume of rentals in the City of Blaine.*

INSPECTIONS

Interior Inspection – Done every 3 years. Owner or Manager **must** attend this appointment. Tenant cannot be the representative of the rental property.

Exterior Inspection – Done every year. No representative required.

Number of buildings _____ Total number of rental units _____ Total Fee Paid \$ _____

Make checks payable to: City of Blaine

Mail to: Blaine City Hall - Housing Division 10801 Town Square Drive NE, Blaine, MN 55449

I understand that I will operate and maintain the subject premises identified herein according to the City of Blaine's Code of Ordinances Chapter 18, Article VIII and Article X and the laws of the State of Minnesota.

Ordinance Link: https://www.municode.com/library/mn/blaine/codes/code_of_ordinances?nodeId=CD_ORDCIBLMI

I certify I am the owner or owner's authorized agent and answers contained herein are true and accurate in all respect to the best of my knowledge and belief. **As owner, manager or owner's authorized agent, I agree to meet with the City of Blaine Inspector on-site for all required inspections and/or re-inspections. Tenants are not considered an authorized agent. The tenant cannot be the only one attending the inspection.** A list of common inspection corrections is available on the City of Blaine website or at Blaine City Hall.

In accordance with the Minnesota Government Data Practices Act, the City of Blaine hereby informs you that some or all the information you are asked to provide is classified as public. This information will be used to process your Rental License Application Form. You may choose to withhold this information, however, if you do, the City of Blaine may not be able to process your form and issue you a rental license. All renewal paperwork will be sent to the owner of record per Anoka County Property Records.

Applicant Signature: _____ **Date:** _____

If you have any questions about the City of Blaine Rental Licensing and Inspection Program, please contact Jodi in the Housing Services Department at 763-785-6146.