



CITY OF HOUGHTON RENTAL HOUSING LICENSE & REGISTRATION FORM

Name of Owner _____
Owner's Address _____ _____
Telephone No. _____
Email _____

Rental Property Address _____ _____
Zone _____
Maximum Occupancy _____
Property Identification No. _____

Local Representative (if any)
Name _____
Address _____ _____
Telephone No. _____
Email _____

Applicant has reviewed and understands: (please check box)

- Housing Code for Rental Properties (Chapter 14 of City Ordinance)
- Chapter 3 of the International Property Maintenance Code (Chapter 14 of City Ordinance)

<input type="checkbox"/> Owner Occupied \$100.00	<input type="checkbox"/> Non-Owner Occupied \$750.00
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<p>Applicant has provided as required by Chapter 14: (please check box)</p> <ul style="list-style-type: none"><input type="checkbox"/> Floor Plan<input type="checkbox"/> Site plan and detail of off-street parking areas<input type="checkbox"/> Proposed lease stating occupancy limit<input type="checkbox"/> Statement that pods (enclosed sleeping units) are not allowed<input type="checkbox"/> State the name and address of the individual responsible for lawn care, litter, garbage and snow removal<input type="checkbox"/> State the name and address of owner or owner representative responsible for compliance with the provisions of the Houghton City Code<input type="checkbox"/> Projected income and expense report for the property

BY MY SIGNATURE I ATTEST: I have read, understand, and will abide by the licensing requirements for creating and operating a rental property in the City of Houghton. I understand that violation of City Ordinance, including occupancy limit violations and property maintenance standards, may result in a monetary penalty and potentially loss of licensing privileges. Operating an unlicensed rental property is also a violation of City Ordinance.

Owner's Signature _____ **Date** _____

OFFICIAL USE ONLY

Property APPROVED/DENIED license: Date: _____

Date of Issuance: _____ Date of Expiration: _____