

Residential Rental Unit

Permit Program

Time line

October 1, 2022 – September 30, 2022

- Forward letters to property owners that may be subject to the Residential Rental Unit Permits
- Issue Residential Rental Unit Permits
- Investigate cases of those who do not apply for the permit
- Investigate cases of those who claim an exemption
- Educate the community on the importance of the new ordinance and the minimum housing inspections the following year

October 1, 2023 – September 30, 2026

- Forward letters to new property owners that may be subject to the Residential Rental Unit Permits
- Forward renewal letters to previous year property owners
- Investigate cases of those who do not apply for the permit
- Investigate cases of those who claim an exemption
- Schedule and conduct minimum housing inspections on properties
- Continue educating the community on the ordinance, minimum housing requirements and upcoming energy efficiency requirements

October 1, 2026-

- Forward letters to new property owners that may be subject to the Residential Rental Unit Permits
- Forward renewal letters to previous year property owners
- Investigate cases of those who do not apply for the permit
- Investigate cases of those who claim an exemption
- Schedule and conduct minimum housing inspections and energy efficiency inspections
- Continue educating the community on the ordinance, minimum housing requirements and energy efficiency requirements