



RESIDENTIAL RENTAL PROPERTY
LOCAL BUSINESS TAX RECEIPT APPLICATION FORM

Fiscal Year 2018

Return Application to:
Community Development Dept.
701 SW 71st Ave.
North Lauderdale FL 33068
Office: (954) 724-7069

Checks payable to: City of North Lauderdale

DOCUMENTS NEEDED FOR APPLICATION

- 1. Copy of your Driver's License
2. Copy of Warranty Deed, Bill of Sale or Proof of ownership
3. If property is governed by a Homeowner's or Condominium Association a signed letter on official Letterhead from the Association stating you have their approval to operate a Rental from that location.
4. Fictitious Name Registration/Corporation Registration - Required if doing business in other than legal name.
5. Signed Owner/Tenant Inspection Authorization Form

INITIAL APPLICATION FEE- \$65

INSPECTION FEE- Single-family- \$32 Duplex- \$32 (PER RENTAL UNIT) Triplex- \$40 Quadruplex- \$50 (PER INDIVIDUALLY OWNED RENTAL)

BUSINESS TAX RECEIPT FEE- \$10.22 (per unit)

(APP FEE + INSP FEE + BTR FEE) Total Initial Fee = Single-family -\$107.22 Duplex -\$107.22 (PER RENTAL UNIT) Triplex -\$115.22 Quadruplex - \$125.22

Inspections will be scheduled once application is received and all fees are processed. Owner is responsible for coordinating inspections with tenants.

ADDRESS OF RENTAL PROPERTY: _____

PARCEL NUMBER: _____ ARE YOU PART OF A HOMEOWNER'S ASSOCIATION? _____

OWNER'S NAME: _____ PHONE NO. () _____

MAILING ADDRESS: _____

OWNER'S last 4 digits of Social Security # XXX-XX- Federal Employer Identification # _____

E-MAIL ADDRESS _____

Briefly describe the intended use of property: _____

AFFIDAVIT FOR LOCAL BUSINESS TAX RECEIPT

STATE OF)
)SS.
COUNTY OF)

Before me, the undersigned authority, personally appeared _____ having been duly cautioned and sworn deposes and states: (Print Name)

- 1. I am applying for a LOCAL BUSINESS TAX RECEIPT for RESIDENTIAL RENTAL PROPERTY on the basis of the information contained herein.
2. I acknowledge that if I am found in violation of Chapter 86 of the Code of Ordinances of the City of North Lauderdale relating to local business tax receipts, that my receipt may be revoked.
3. I hereby affirm that all information contained herein is true and complete to the best of my knowledge.

Date _____ Acknowledger's Signature _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me, the undersigned notary public, this _____ day of _____ 20____,
by _____
(Name of Acknowledger)

Notary Public, State of _____

NOTARY PUBLIC SEAL OF OFFICE: [] Personally known to me/ [] Produced Identification:

My Commission Expires



City of North Lauderdale
Code Compliance Division

701 SW 71st Avenue
North Lauderdale, FL 33068
Telephone: 954-724-0878 Fax: 954-720-2064

Owner/Tenant Inspection Authorization Form

Property Address: _____

Check One: Apartment Private Home

Property Owner Information (If available):

Name: _____

Address: _____

Telephone: _____

Tenant Information (If applicable):

Name: _____ Apt/Unit: _____

Telephone: _____

I, _____, hereby state that I am the lawful owner/tenant of the above property and hereby invite City of North Lauderdale Code Compliance Officer _____ onto my owned/rented premises to make an inspection for violations of the City of North Lauderdale's Code of Ordinances.

By my signature below, I swear the above statements are true and correct to the best of my knowledge.

Property Owner/Tenant Signature

The inspection's approval will be based on the following conditions:

Exterior building condition.

a. Exterior wall surfaces. b. Roofing and guttering. c. Windows and doors. d. Fire safety.

Interior building condition.

a. Density or occupational load. b. Electrical wiring. c. Plumbing. d. Heating and ventilation systems. e. Walls, ceilings and floors. f. Toilet areas and bathroom floors. g. Common corridors, stairways, entrances and exists. h. Utility services.

Outside property condition.

a. Off-street parking. b. Landscaping. c. Garbage and refuse. d. Swimming pools and patios. e. Stormwater runoff. f. Abandoned property. g. Personal property.

RESIDENTIAL RENTAL PROPERTY LOCAL BUSINESS TAX RECEIPT INFORMATION

Fees

On initial application the inspection fee shall be paid at the time the application is filed with the city. On renewal, the inspection fee shall be paid as a condition precedent to the issuance of the renewal license.

INITIAL APPLICATION FEE- \$65.00

INSPECTION FEE- Single-family-\$32.00 Duplex-\$32.00 Triplex-\$40.00 Quadruplex-\$50.00
(PER INDIVIDUALLY OWNED UNIT)

BUSINESS TAX RECEIPT FEE-\$10.22 (per unit) RENEWAL FEE- \$20

TOTAL COST ANNUALLY (PER INDIVIDUALLY OWNED UNIT)

Single-family-\$62.22 Duplex-\$62.22 Triplex-\$89.68 Quadruplex-\$109.41
(per rental unit)

SEC 82-9 Standards for licensing issuance

Standards. Each property inspected pursuant to the application requested shall meet the following standards established by the city in addition to and supplemented by other requirements adopted by the city, in order to maintain property values, improve the appearance of the city, as well as provide for health, safety and welfare of the occupants of the property inspected:

(1) Exterior building condition.

a. *Exterior wall surfaces.* Exterior wall surfaces shall be maintained in good condition to prevent deterioration, and repainted or recovered when 25 percent or more of any exposure becomes discolored or is peeling. Outside walls shall not have any holes or loose boards.

- b. Roofing and guttering.** Roofing and guttering shall be maintained in good condition to prevent water from leaking into the building structure; painted roofs shall be cleaned or repainted when 25 percent or more of any exposure becomes discolored by mildew or is scaling.
- c. Windows and doors.** All exterior windows and doors shall be maintained weathertight and in good operation condition to provide security.
- d. Fire safety.** All fire safety requirements shall be provided and maintained.

(2) Interior building condition.

- a. Density or occupational load.** No unauthorized alteration or repair shall be allowed which increases the number of dwelling units for which the building received its certificate of occupancy.
- b. Electrical wiring.** Electrical wiring and appurtenances shall be maintained according to code and in a safe condition.
- c. Plumbing.** All plumbing facilities shall be maintained in good sanitary working condition free from leaks and obstructions.
- d. Heating and ventilation systems.** Heating and ventilation systems shall be maintained in good repair and working condition.
- e. Walls, ceilings and floors.** Every wall, ceiling and floor shall be verminproof and kept in good repair.
- f. Toilet areas and bathroom floors.** Toilet areas and bathroom floors shall be so maintained so as to be impervious to water so as to all the facility to be kept clean and sanitary.
- g. Common corridors, stairways, entrances and exists.** These facilities shall be kept free from obstructions and fire hazards. Common entrances and stairways shall be kept ventilated and provided with emergency lighting that is maintained in good working condition. Handrails shall be installed in all stairways and on all balconies. Exits shall be clearly marked and provided with emergency lighting where required by the code and be maintained in good working condition.
- h. Utility services.** Every supplied utility which is required at the time of certificate of occupancy shall be maintained in operational condition according to this Code.

(3) Outside property condition.

- a. Off-street parking.** The number of required off-street parking spaces shall be maintained Paving, striping, curb-ing, wheelstops, as well as drainage facilities, must be maintained. Paved areas must be repaired or replaced when any deterioration occurs to the extent that the roadrock or subbase is exposed.
- b. Landscaping.** All landscaping shall be maintained as required by this Code.
- c. Garbage and refuse.** Brush, weeds, broken glass, stumps, filth, garbage, trash and debris shall not be permitted on the premises. Each residential living unit shall be provided with close-fitting solid waste storage equipment or garbage containers which meet the requirements of this Code.
- d. Swimming pools and patios.** Swimming pools and patios shall be maintained in a clean sanitary condition free from debris, trash, garbage, or vegetation. Screened enclosures and doors shall be intact and in good working condition.
- e. Stormwater runoff.** All areas of the property shall provide drainage capabilities and facilities to properly dispose of stormwater runoff in an approved manner. Stormwater runoff shall not be disposed of onto or through other properties. All drainage facilities shall be maintained in good working condition.
- f. Abandoned property.** Abandoned property shall not be permitted to remain on private property or open easement contiguous to private property.
- g. Personal property.** Personal property shall be stored in either an approved container or in some other type of enclosed facility.

**Please contact the Community Development Department with any questions:
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Telephone: (954) 724-7069 Fax: (954) 720-2064**