



BUILDING DEPARTMENT  
 1584 Hadley Avenue N  
 Oakdale, MN 55128  
 Phone: 651-739-5150  
 Fax: 651-730-2820  
 www.ci.oakdale.mn.us

FOR OFFICE USE ONLY		
PAYMENT RECEIVED IN FORM OF		
<input type="checkbox"/> CHECK (# )	<input type="checkbox"/> CASH	<input type="checkbox"/> CC (# )
		<input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> Disc.
PERMIT NUMBER:		

## 2018 RENTAL HOUSING LICENSE APPLICATION

PROPERTY INFORMATION
Rental Property Address:

PROPERTY OWNER INFORMATION		
Name (First, Middle, Last):		
Date of Birth:	Driver License #:	
Street Address:		
City:	State:	Zip:
Day Phone:	Cell Phone:	
Email:		

UNIT MANAGER INFORMATION (If not the owner)		
Name (First, Middle, Last):		
Street Address:		
City:	State:	Zip:
Day Phone:	Cell Phone:	
Email:		

**ATTENTION:** Either owner or manager must live within the 7 county metro area. Owner/Manager is required to be present at initial schedule inspection. Failure to do so may result in a penalty fee.

FEE ESTIMATOR (Circle Rental Type)		
	Due Date: 01-31-19	After Due Date
Single Family	\$135.00	\$235.00
Townhome	\$135.00	\$235.00
Condo	\$135.00	\$235.00
Duplex	\$190.00	\$290.00
Triplex	\$240.00	\$340.00
Fourplex	\$320.00	\$420.00
Multi-Family (5 or more units) \$320.00 per building plus \$15.00 per unit (After Due Date, \$420.00)		
Amount Enclosed: \$		
Name of Apartment Complex:		Number of Units:

### RENEWAL LICENSE:

- Failure to obtain a rental license will result with a criminal citation and additional penalty fees.
- Owners must be current with the Oakdale utility billing before your rental license can be issued.



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**NOTICE TO APPLICANT:**

- City utilities (sewer/water) will remain in the owners' name and be billed to the owner directly.
- Rental license is required to be posted on site.
- The rental fee includes one initial inspection and one re-inspection.
- The building official must be notified in writing within 5 business days of any changes in property management, or transfer or sale of beneficial interest.
- Copies of the International Property Maintenance Code and the Rental Licensing ordinance are available for viewing at City Hall. Owners, agents and managers should be familiar with their provisions.
- The Rental Housing ordinance can be viewed online at [www.ci.oakdale.mn.us](http://www.ci.oakdale.mn.us).

The undersigned hereby applies for a rental dwelling license as required by City Code: Acknowledges that the provisions of the Property Maintenance Code and Rental Housing License Codes have been reviewed and attests that the subject premises will be operated and maintained according to the requirements contained therein, subject to applicable sanctions and penalties. The undersigned further agrees that the subject premises may be inspected by the compliance official as provided in Chapter 7, Article II of said code. The applicant further certifies that all statements and facts in this application are true and authorizes the City of Oakdale to investigate any or all statements or facts contained herein; acknowledging that the misrepresentation or the omission of facts called for will be just cause for the disqualification or repeal of the license.

<b>SIGNATURE</b>	
Applicant Signature:	Date:
Check one: : <input type="checkbox"/> Owner <input type="checkbox"/> Unit Manager	

For questions contact the Building Inspections Department during regular business hours at **651-739-5150**.

**Return application to:**  
**City of Oakdale**  
**1584 Hadley Avenue N.**  
**Oakdale, MN 55128**  
**Attn: Housing License**