



CITY OF CHASKA APPLICATION FOR RENTAL DWELLING LICENSE



1. Rental dwelling address: _____
2. Property owner name: _____
3. Property owner address: _____
4. Property owner telephone number: _____
5. Property owner email address: _____
6. Management company name (if applicable): _____
7. Manager's name: _____
8. Management company address: _____
9. Management company telephone number: _____
10. Management company email address: _____
11. Type of dwelling: Single Family Duplex Triplex Fourplex Multi-Family (5-11 units)
Multi-Family (12+ units) Number of units within the rental dwelling (if more than 12): _____
12. In case of emergency, call (name): _____ at (phone): _____

NOTE: Please fill out this application completely. Incomplete forms will be denied and mailed back. Please contact the Chaska Rental Housing Inspector if there is a change of ownership. By filing this application with the City of Chaska, the owner or agent of the rental unit(s) agrees to allow the Chaska Fire Department or City of Chaska to conduct inspections.

(Signature of Owner or Agent)

(Date)

RENTAL DWELLING LICENSE FEE SCHEDULE 2023 PLEASE MAKE CHECKS PAYABLE TO THE CITY OF CHASKA

- Single family dwelling - \$88.31 for the entire dwelling
- Duplex dwelling - \$143.51 for the entire dwelling
- Triplex dwelling - \$176.62 for the entire dwelling
- Four-Plex dwelling - \$209.74 for the entire dwelling
- Multi-Family dwelling with 5-11 units
\$209.74 for first 5 units + \$44.16 each additional unit
- Multi-Family dwelling with 12 or more units
\$640.30 for first 12 units + \$16.53 for each additional unit

FIRE DEPT USE ONLY

Rental License #: _____

Inspection Date: _____

Rental Fee \$: _____

Rental Late Fee \$: _____

Total Fee \$: _____

*** A late fee of an additional 50% of the license fee will be added to any license applications received after March 1. Any applications received after April 1 are subject to an additional 100% license fee. Any unlicensed rental units that exceed 60 days after expiration will be issued a misdemeanor ticket and will be subject to a \$500 penalty fee. An additional \$500 will be added every 30 days.**

*** It is the owner(s) responsibility to call and schedule an inspection of their rental unit(s). Any rental unit that has not been inspected in the past 24 months will be non-renewable and will be subject to a \$500 penalty fee. Inspections can be scheduled by calling 952-227-7458.**

Chaska Fire Department: 285 Engler Boulevard, Chaska MN 55318
Phone: 952-448-2990

DATE: _____

RECEIPT #: _____

CSR INITIAL: _____