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## **Rental Licensing and Inspections Program**

The City of Osseo values a healthy, high quality standard of living. The Rental Licensing and Inspections Program clarifies the expectations of property owners to provide safe, structurally sound, and well-maintained rental facilities in Osseo. The City of Osseo partners with Rum River Consultants to provide rental inspection services.

Rental inspections are performed in accordance with the International Property Maintenance Code (IPMC). Forms, checklists, and Certificates of Compliance are used to provide consistency and uniformity in licensing and inspections of rental properties. A rental license ensures that all rental properties meet the provisions of the IPMC.

### **Licensing and Inspection Process**

Rental licenses are renewed annually and the cycle runs from April 1 to March 31 of the following year. Rum River Consultants will either mail or email renewal applications by February 1 of each year with a 30 day window to renew your license.

Inspections are performed on a biennial cycle with common areas in apartment buildings being inspected annually.

### **Guiding Principles**

In general, the Rental Housing Licensing and Inspections Program policies are as follows:

- Inspections will be conducted in a courteous and tactful manner
- Privacy rights of tenants will be respected
- Inspections will be scheduled between the hours of 8:30 am and 3:30 pm Monday through Friday
- Communication with owners and managers will be a priority
- Information/results from inspections shall be shared with appropriate individuals as needed
- Inspections will be consistent and fair
- Non-maintenance related issues (i.e. disorderly conduct) shall be referred to the appropriate responding agency or department as needed

## Rental Housing License Fees

Single Family, Duplex, Triplex, Townhome, Condo	\$185.00 per unit
Multi-Family (4+ units)	\$175.00 per building + \$25.00 per unit
Reinspection Fees (initial inspection and one follow-up inspection is included in annual fee)	\$100.00 per inspection
1 - 15 days late fee	50% of license fee
16+ days late fee	100% of license fee
Rental Conversion	\$750.00

**All rental properties are inspected by:**

Rum River Consultants

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