



RENTAL HOUSING LICENSE

APPLICATION

CITY OF SHOREWOOD

5755 COUNTRY CLUB ROAD · SHOREWOOD, MINNESOTA 55331 · (952) 960-7900

PLANNING AND PROTECTIVE INSPECTIONS

****PRINT OR TYPE****

SITE

Address: _____

P.I.N.: _____

OWNER

Name: _____ Telephone: () _____

Address: _____
(Street) (City/State/Zip)

Email: _____

RESIDENT AGENT OR MANAGEMENT REPRESENTATIVE

Name: _____ Telephone: () _____

Address: _____
(Street) (City/State/Zip)

Email: _____

DWELLING

Type: Single-Family Two-Family Multiple-Family No. of Units: _____

In signing this application, I hereby acknowledge that I have reviewed the Shorewood Rental Housing Code and agree to arrange for necessary inspections to ensure that my rental property complies with the Code.

SIGNATURE OF OWNER OR AGENT: _____

OFFICE USE ONLY			
ZONING		LICENSE FEE	
District: _____		Fee Per Unit:	\$60.00
Conforming Use: _____	Nonconforming Use: _____	No. of Units:	X _____
		Total Fee:	= _____
INSPECTIONS		DATE	
Initial Compliance: _____		Receipt Number:	_____
Follow-up: _____		Receipt Date:	_____
APPROVED:			
_____		_____	
Compliance Official		Date	

APPLICATION REQUIREMENTS:

1. **Application form**, completed and signed.
2. **Fee paid** - \$60 per unit.
3. **Furnace test** (up-to-date, within 30 days), performed by a certified mechanical contractor bonded with the Minnesota Department of Labor & Industry.
4. Rental dwelling units that have domestic water supplied by a private well must provide a **test result of the water** (up-to-date, within 30 days) from a lab certified by the Minnesota Department of Health at the time of application. The domestic water supply must meet the standards as established by Minnesota Rules Part 4720.0350 for Arsenic, Nitrates, and coliform bacteria.

Submit the above items and arrange for a Rental Housing Inspection, in person at City Hall, or call 952-960-7900 and ask to schedule a Rental Housing Inspection.

A Rental Housing License will be issued after passing the Rental Housing Inspection, and will be valid for three years. At the end of the third consecutive year, or upon change of ownership, the Rental License must be renewed.