

DATE: March 2016
DRAFT VERSION: 5

CITY OF REHOBOTH BEACH

APPLICATION FOR RENTAL LICENSE

GLOSSARY:

APARTMENT - A room or suite of rooms in a dwelling or other permitted structure designed for use as a residence by a single family.

CABIN - A small single story residential dwelling without kitchen facilities used as a residential rental, located on a property with a rental office or attendant. A cabin shall not be an accessory to a principal dwelling.

COTTAGE - A small single story residential dwelling used as a residential rental, located on a property with a rental office or attendant. A cottage shall not be an accessory to a principal dwelling.

EFFICIENCY APARTMENT - An apartment in which one room typically contains the kitchen, living and sleeping quarters, with a separate bathroom.

HOTEL, MOTEL, INN - A building or structure operated for profit, accommodating more than six persons, providing lodging, food and/or services to the transient traveling public, and may include restaurants, club rooms, public banquet halls, ballrooms or meeting rooms, but the individual living units shall not contain kitchen or cooking facilities.

LOCAL CONTACT PERSON - An individual designated by the Owner, an Agent of the Owner or local property manager, who is available twenty-four (24) hours per day, seven (7) days per week for the purpose of responding by telephone or in-person to complaints regarding the condition, operation, or conduct of occupants of the Residential Rental, or any agent of the Owner authorized by the Owner to take remedial action and who responds to any violation of this Code.

RESIDENTIAL RENTAL - A dwelling unit, including single-family detached, single-family attached or multi family unit, or any portion thereof, rented for occupancy for dwelling, lodging, or sleeping purposes which is made available by agreement for residential occupancy by a tenant in consideration for payment of rent regardless of rental term.

TOURIST, ROOMING HOUSE OR BOARDING HOUSE - A dwelling or structure or part thereof used to provide sleeping accommodations, with or without meals, for compensation, for no more than six persons.

<p>Make Check Payable To: City of Rehoboth Beach Attn: B & L 306 Rehoboth Avenue Rehoboth Beach, DE 19971</p>
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APPLICATION FOR RENTAL LICENSE FOR RESIDENTIAL RENTALS

Acct. #
Tax ID#

NEW ()
RENEWAL ()

A separate application must be completed for each rental property
Please call 302-227-4504 to schedule your rental inspection within 15 days

If your rental property is managed by a property management or real estate company, please have them call us to schedule. A representative must meet our inspector on site

License Fee Pursuant to §120-20. Lodging Facilities: The undersigned persons, firms and corporations engaged, for profit, in renting rooms, cottages, cabins, private houses and apartments and/or serving food within the limits of the City shall pay an annual license fee to the City Manager, for the use of the City, as follows:

Rental License fees for Residential Rentals are as follows:

- For **each home or apartment with at least one bedroom**: \$50, plus
- For **each bedroom in excess of two in a home or apartment**: \$20 additional
- Efficiency apartments, **one room only** and bath: \$41
- Private houses offering rooms for private rental: \$26 per room

Owner Name (Print)	Agent Name, if applicable (Print)
Signature	Signature
Address (home)	Office Address
Home Phone #	Office Phone #
Cell Phone #	Second Phone # (Optional)
Email	Email

Each Residential Rental must have a Local Contact Person who can respond 24 hours per day, 7 days per week

Local Contact Person (Print)
Address (home)
Home Phone #
Cell Phone #
Email

***For all contact information, please indicate best method for contact by circling Home/Office Phone, Cell Phone or Email

If you own/manage a Residential Rental please complete the following section. **Any new Residential Rental applying for a Rental License for the first time will need to be inspected by the City. Existing Residential Rentals are required to complete and have notarized a safety certification form, which is attached to this Application. You may also request an inspection by the City of the rental unit in lieu of completing the safety certification form.**

- House
 Apartment
 Efficiency Apartment, One Room Only
 Housing Offering Rooms for Rent

Street Address of Rental Property _____

Number of Bedrooms _____ Maximum Occupancy _____

- I have reviewed and understand the Residential Rental Ordinance.
 I am requesting an occupancy exception. (Please attach occupancy justification for City review)

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- FOR OFFICE USE: Verified by City of Rehoboth Building and Licensing that the Residential Rental does not exceed the maximum occupancy permitted.**
 FOR OFFICE USE: Requested use has been found to be permitted in the applicable zoning district.

APPLICATION FOR RENTAL LICENSE
FOR CABINS, COTTAGES, HOTELS, MOTELS, INNS, TOURIST, ROOMING HOUSES AND
BOARDINGHOUSES
OTHER TYPES OF LODGING

Acct. #
 Tax ID#

NEW ()
 RENEWAL ()

A separate application must be completed for each rental property

License Fee Pursuant to §120-20. Lodging Facilities: The undersigned persons, firms and corporations engaged, for profit, in renting rooms, cottages, cabins, private houses and apartments and/or serving food within the limits of the City shall pay an annual license fee to the City Manager, for the use of the City, as follows:

Rental License fees for Other Types of Lodging are as follows:

- For each cabin or cottage: \$33
- Hotels, motels, inns, rooming houses or boardinghouses: \$26 per room

Owner Name (Print)	Manager's Name (Print)
Signature	Signature
Address (home)	Office Address
Home Phone #	Office Phone #
Cell Phone #	Second Phone # (Optional)
Email	Email

Please provide information for a second contact

Second Contact Name (Print)
Office Address
Office Phone #
Second Phone # (Optional)
Email

***For all contact information, please indicate best method for contact by circling Home/Office Phone, Cell Phone or Email

Please indicate what type of lodging you own/manage and the following information.

- Cabins or Cottages Number of Units _____
- Hotel, Motel or Inn Number of Bedrooms _____
- Tourist, Rooming or Boarding House Number of Bedrooms _____

Name of Establishment _____

Street Address of Rental Property _____

FOR OFFICE USE: Verified by City of Rehoboth Building and Licensing that the Residential Rental does not exceed the maximum occupancy permitted.

FOR OFFICE USE: Requested use has been found to be permitted in the applicable zoning district.