

**RESIDENTIAL RENTAL BUSINESS LICENSE PROGRAM**  
**AMENDMENT TO CURRENT ORDINANCE**

**SUMMARY OF SUBSTANTIVE CHANGES**

The proposed amendment to the current Residential Rental Business License Program Ordinance includes a limited number of changes, the core provisions of which remains unchanged.

- Reflects that properties that acquire a Certificate of Occupancy must register before receiving an inspection exemption
- Makes clear the required documentation for proof of exemption
- Clarify where to submit applications and payments for the Residential Rental Business License Program
- Incorporate that all fees/fines will be enforced according to the table of fees, penalties and fines as approved by the Board of Alders of the City of New Haven with the yearly City Budget approval
- Removal of the maximum one thousand-dollars (\$1,000) fee for properties with more than 25 Units
- Grants clearer instructions about waiver/consent forms
- Simplifies the number of units to be inspected according to the total number of units in a dwelling
- Reflects the change of the License cycle from three (3) years to two (2) years
- All other corrections were to check for grammar and word omissions

Additional Amendments- LCI has continued to work on strengthening this program and provide opportunity for greater participation from rental property owners. Based on recent internal and partner meetings, we are proposing the following additional amendments:

Sec. 17-80. - Term and Type of license.

- (a) Once the residential rental property owner pays all applicable fees, costs, outstanding fines and/or penalties, and the residential rental property has passed inspection (if required), the property owner shall be issued a Type I, Type II, or Type III residential rental property license.

- (b) Any residential rental property (i) operating with a valid license from the City and/or (ii) seeking registration with the Residential Rental License Program (iii) with less than 1 defect per property upon completion of the most recent licensing inspection will qualify for a Type I license and be subject to tri-annual inspections
- (c) Any residential rental property operating with a valid license from the City and with less than five (5) defects per property (none of which shall be life threatening), upon completion of the most recent licensing inspection will qualify for a Type II license and be subject to bi-annual inspections.
- (d) Any residential rental property (i) found operating without a valid license from the City, (ii) that has been the subject of enforcement actions and received code violations that may lead to criminal prosecution or civil penalties for violation of this Article, or (iii) with more than five (5) defects per property upon completion of the most recent licensing inspection will qualify for a Type III license and therefore shall be inspected and re-licensed annually.
- (e) At the City's sole discretion, all licenses may be reviewed at any time after the beginning of the license term. At any time during a license period, if a residential rental property does not meet the criteria established for the current license Type, the license may be suspended, revoked, and/or reviewed.
- (f) Licenses shall be effective for three (3) years (Type I), two (2) years (Type II) or one (1) year (Type III).
- (g) Once the license term expires, or the license is otherwise voided, the license must be renewed or reinstated, as appropriate, in order to be effective. License renewals shall be filed at least 60 days prior to the license expiration date. Within twenty (20) days of receipt of a complete application and of the license fee required by Sec. 17-74, an inspection will be scheduled.