

CITY OF HANCOCK

RESOLUTION #21-02

RESIDENTIAL RENTAL PROCEDURES

WHEREAS, it is the responsibility of the Hancock City Council to set forth City of Hancock Residential Rental Ordinance implementation procedures, and

WHEREAS, this resolution adopts procedures for implementation of the Residential Rental Ordinance,

NOW, THEREFORE, be it resolved, that the City of Hancock adopts the following Residential Rental Ordinance implementation procedures:

All rental property owners on record will be sent an application packet with the following items;

- Introduction Letter
- Application
- Self-certification check list
- Fee Schedule
- Residential Rental Ordinance

To provide an incentive for timely compliance, application packets for all rental properties must be submitted by June 30, 2021 and will be charged an administrative fee of the following;

- \$5.00 unlicensed rental property
- \$0.00 currently licensed property (on file with the City)

A provisional license will be granted upon review and approval of application materials until an onsite inspection is completed.

Any property for which the application and/or paperwork has not been completed by June 30, 2021 will be considered non-compliant.

All rental properties registered on or before June 30, 2021 will have an annual fee of \$30 per unit (minimum of \$100, maximum \$300) for the period of July 1, 2021 to June 30, 2022.

All property registered after June 30, 2021 will follow the Residential Rental Fee Schedule set forth by Resolution 21-01. Per ordinance 306 the Residential Rental Fee Schedule is set by resolution and may be amended at any time.

Motion offered at a regular meeting of the Hancock City Council on Wednesday, January 27, 2021 by Councilor \_\_\_\_\_ and seconded by Councilor \_\_\_\_\_.

Yes:

No:

Motion Carried

\_\_\_\_\_  
Paul LaBine, Mayor

\_\_\_\_\_  
Ashley Freeman, City Clerk

#### CERTIFICATION

The undersigned duly qualified City Clerk of the City of Hancock certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened regular meeting of the City of Hancock Council held on January 27, 2021.

\_\_\_\_\_  
Ashley Freeman, City Clerk