

City of Pleasant Ridge  
Landlord Licensing and Inspection  
Requirements and Fees

*In order to protect the public health, safety and welfare of people in residential buildings to be occupied or reoccupied under rent or lease agreements, the City of Pleasant Ridge requires the licensing and inspection of all residential rental or lease units on a periodic basis or on reoccupancy. The intent of this requirement is to maintain all residential buildings in the city in a safe, sanitary and habitable condition in accordance with the building and housing codes to prevent deterioration and blight within the city.*

Any person owning a residential housing unit and proposing to lease or rent such unit, must submit an application for a license, schedule an inspection and pay the proper fee prior to entering into such a lease. A license and Certificate of Occupancy will be issued upon endorsement by the Building Official that the property complies with all building and housing codes. A landlord license shall be effective for a period of two years from the date of issue, but may be revoked for cause by the city.

All rental properties shall be inspected on a periodic basis and before reoccupancy. In no event shall the period between inspections be longer than two years.



**FEE SCHEDULE**

<b>Landlord License</b>	<b>\$100.00</b>	includes two inspections
	<b>\$40.00</b>	each additional inspection

**An additional \$50.00 fee will be charged to property owners that do not respond within thirty (30) days to the Notice of Renewal.**

City of Pleasant Ridge  
23925 Woodward Avenue  
Pleasant Ridge, Michigan 48069

**APPLICATION FOR LANDLORD LICENSE**

Applicant's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Drivers License #: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Rental Address: \_\_\_\_\_

Names of Person(s) Living  
At this Address:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

*I do hereby certify that the foregoing is a true and complete statement of the facts requested, and further, that I shall comply with all the Ordinance provisions as set forth in the City Code of Ordinances pertaining to my type of business as a landlord.*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

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License # \_\_\_\_\_

Date Issued \_\_\_\_\_

Inspector \_\_\_\_\_



clerk. No fee shall be charged for such registration.

(Code 1979, § 10-52)

#### **Sec. 18-72. Issuance of card; display.**

The city clerk shall issue a registration card to each applicant therefor and, after the registration card has been issued, each registrant shall produce the card when requested by a city police officer or any city official.

(Code 1979, § 10-53)

#### **Sec. 18-73. Notice of termination.**

Within ten days before cessation of operations of any industry, trade, business or profession required to be registered under this article, the registrant shall notify the city of such cessation of operations by filing a notice of withdrawal on the form provided by the city clerk.

(Code 1979, § 10-54)

**Secs. 18-74–18-95. Reserved.**

### **ARTICLE IV. LICENSURE OF LANDLORDS**

#### **Sec. 18-96. Purpose and intent.**

The purpose of this article is to protect the public health, safety and welfare of people in residential buildings to be occupied or reoccupied under rent or lease agreements, by the licensing of landlords as set forth in this article and by the inspection of all residential rental or lease units on a periodic basis or on reoccupancy. The intent of this article is to maintain all residential buildings in the city in a safe, sanitary and habitable condition in accordance with the building and housing codes to prevent deterioration and blight within the city.

(Code 1979, § 10-61)

#### **Sec. 18-97. Required.**

Any person owning a residential housing unit and proposing to lease or rent such housing unit to a lessee shall, prior to entering into such a lease, make application, with the proper fee, to the city clerk for a license to rent or lease.

(Code 1979, § 10-62)

#### **Sec. 18-98. Application.**

The license application required by this article shall contain the name, address and telephone number of the applicant as well as any partners, corporate officers or other persons having an interest as landlord. The application shall also contain the property address of the unit proposed for rent or lease. If anyone other than the landlord is responsible for property maintenance, they shall be noted on the application. An applicant by filing an application for a license shall be deemed to have given consent to the city building official or his designee to enter any of the listed premises at reasonable times to inspect such premises. If the landlord, owner or occupant demands a warrant for inspection of any premises, the building official or his designee shall prepare a request for a warrant to be issued by the district court. The request shall indicate the address of the building to be inspected, the nature of the inspection, as defined in the housing code or other applicable code, and the reasons for the inspection. The request shall also state that the warrant will be issued pursuant to this section and that it is for the purposes set forth in this article, which require that inspections be conducted. If the court finds that the warrant is in proper form and in accord with this article, it shall be issued forthwith. In the event of an emergency, no warrant will be required.

(Code 1979, § 10-63)

#### **Sec. 18-99. Granting and revocation of license.**

No license shall be granted pursuant to the application specified in section 18-98 except upon a finding by the building official that the dwelling unit proposed to be rented or leased complies with all housing laws applicable to existing dwellings in the city. A license shall be effective for a period of two years from the date of issue but may be revoked for cause by the city in accordance with the standards specified in this article for the grant of such license.

(Code 1979, § 10-64)

#### **Sec. 18-100. Violations; penalty.**

It shall be unlawful for any person to rent or lease any residential housing unit, or to renew



any existing lease thereon, or to permit the occupancy or reoccupancy of any residential housing unit under a lease agreement or any other type of nonsale agreement except pursuant to a license as provided for in this article. Any person violating the provisions of this article shall be guilty of a misdemeanor and, upon conviction thereof, shall be punishable by fine and/or imprisonment as provided in section 1-7 of this Code.  
(Code 1979, § 10-65)

#### Sec. 18-101. Inspections; registry.

(a) All residential housing units rented or leased by a landlord shall be inspected on a periodic basis and before reoccupancy. In no event shall the period between inspections be longer than two years. The landlord or owner of each rental unit shall pay an inspection fee, in an amount established from time to time by resolution of the city commission, for each inspection, which inspection fee shall be due and payable on or before 30 days after each such inspection.

(b) The city manager's office shall, in furtherance of the purposes of this article, direct inspections to be made based upon, but not limited to, the following bases:

- (1) An area basis, such that all regulated premises in a predetermined geographical area will be inspected within a short period of time;
- (2) A complaint basis, such that complaints of violations will be inspected within a reasonable time; or
- (3) A recurrent violation basis, such that those premises which are found to have high incidence of recurrent or uncorrected violations will be inspected more frequently.

(c) The city clerk shall maintain a registry of landlords and rental units governed by this article, which shall list all rental dwelling units in the city, the owners thereof and a description of the rental unit as being either a single-family dwelling or two-family dwelling.  
(Code 1979, § 10-66)

#### Sec. 18-102. Fees.

All fees required under this article for any license or inspection shall be determined by resolution of the city commission.  
(Code 1979, § 10-67)

#### Sec. 18-103. Right of appeal.

Any person aggrieved with any ruling or decision of the building official or his duly authorized agent in any matter regarding the interpretation or enforcement of this article may appeal such ruling or decision to the zoning board of appeals pursuant to the appeal provisions of the city zoning ordinance.  
(Code 1979, § 10-68)

#### Secs. 18-104–18-125. Reserved.

### ARTICLE V. PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

#### DIVISION 1. GENERALLY

#### Sec. 18-126. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Peddler* means any person, whether a resident of this city or not, traveling from house to house, or from street to street, for the purpose of selling or soliciting for sale goods, wares, merchandise or services, or who, without traveling from place to place, shall sell or offer to sell from a wagon, motor vehicle or other vehicle or conveyance, and shall also mean and include any person transacting a temporary business within the city at an established place of business. Every person engaged in the retail sale and delivery of goods, wares or merchandise shall be deemed to be engaged in carrying on a temporary business unless his goods, wares or merchandise shall have been assessed for taxation in the city during the current year. The word "peddler" shall include the terms