



CITY OF MADEIRA BEACH

BUILDING & PERMITTING DEPARTMENT
300 MUNICIPAL DRIVE ♦ MADEIRA BEACH, FLORIDA 33708
(727) 391-9951 EXT. 298 ♦ FAX (727) 399-1131
Email to: buildingdept@madeirabeachfl.gov



APPLICATION FOR RENTAL INSPECTION HOUSING LICENSE

The City recognizes the need for safe, decent, well-maintained residential property within the City. This regulation is intended to ensure that residential rental units with four (4) units or less meet minimum standards for the health, safety, and welfare of all City residents, and that responsible persons are readily available to respond and take appropriate action when necessary to prevent or remedy the occurrence of nuisances.

1. **Address of Rental Property:** _____

2. **Tax Parcel number of rental property:** _____
3. **Type of Rental property:** _____
 - There shall be an initial application fee of \$40 and an biennial license renewal fee of \$15.00.
 - There shall be an initial inspection fee of \$50.00 per unit paid upon application and a biennial inspection fee assessed of \$70.00 per unit.
 - A re-inspection fee of \$100.00 will be assessed for every re-inspection after the second if the failure correct noted code violations is due to owner/manager negligence.
 - A penalty of ten percent (10%) shall be assessed for failure to submit a timely renewal fee during the first month of such delinquency, and an additional five percent (5%) penalty shall be assessed of reach month of delinquency thereafter.
 - Failure to renew within four (4) months of expiration will result in Code Enforcement action. In addition to the late fee provided in (d), the Special Magistrate may impose any fines and issue any orders authorized by law.
 - Fees are due when your application is submitted.
 - You must have a current Business Tax Receipt to have rental property in the **City of Madeira Beach**. If you do not have a current Business Tax Receipt, please fill out an application and send the fees in with your application.
4. **Total Number of Rental Units at this Address:** _____
5. **Property Owner Information:**

Name: _____

Address: _____

Mailing Address: _____

Telephone Number (Required): _____

Email Address: _____

DISCLAIMER: According to Florida Statutes, Chapter 119, it is the policy of this state that all state, county, and municipal records are open for personal inspection and copying by any person. Providing access to public records is a duty of each agency. All documents and information not specified in F.S. 119.071 and 119.0713 are subject to public record requests.

Contact Person (24 hrs/day, 18 years of age or older): _____

6. Property Manager/Owner/Representative/Agent Information (if applicable):

Name: _____

Address: _____

Mailing Address: _____

Telephone Number (required): _____

Email Address: _____

Contact Person (24 hrs/day, 18 years of age or older): _____

Notes: Licenses that are not renewed when due and payable are delinquent and subject to a penalty. Failure to renew within four (4) months of expiration will result in Code Enforcement action.

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE; I UNDERSTAND THAT ANY FALSE INFORMATION GIVEN IN THIS APPLICATION MAY BE SUFFICIENT CAUSE FOR REVOCATION OF THE LICENSE.

Signature of Applicant

Date

****For City of Madeira Beach Use Only****

Zoning Approval: _____

Zoning District: _____

Zoning Denied: _____

Date: _____

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