



The Rental Dwelling Registration Ordinance makes it unlawful to rent, receive rental income from or offer to rent a dwelling subject to registration requirements without first registering the property.

- Violations of the Ordinance by the failure to register all rental dwellings may subject the owner to civil penalties.

ESTABLISHMENTS EXEMPT FROM RENTAL REGISTRATION

The following rental dwellings or businesses are exempt from the Rental Dwelling Registration Ordinance.

- Bed and Breakfast inns
- Hotels

- Motels
- Guest Houses
- Rest Homes
- Rooming Businesses
- Boarding House
- Lodging Houses
- Tourist Homes

A copy of the Rental Dwelling Registration Ordinance may be obtained by contacting the City Clerk's office at (919) 996-3040 or by visiting the City of Raleigh's website at www.raleighnc.gov. For additional information about the Ordinance, call the Housing/Environmental Inspections Department at 807-5110.



City of Raleigh
North Carolina

Inspections Department
Housing/ Environmental Division
One Exchange Plaza
Raleigh, North Carolina 27602
Phone (919) 807-5110
Fax (919) 516-2172

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Rental Dwelling Registration



RENTAL DWELLING REGISTRATION

Studies have shown that a substantial majority of complaints relating to violations of the City of Raleigh's Code provisions adopted to assure minimum housing standards arise from tenant occupied property. A significant obstacle in providing effective and prompt enforcement of the current City Codes is the inability to access public records for making contact with the owner of such rental properties. To make this possible, the City of Raleigh is requiring registration of all residential rental dwellings. Registration is deemed necessary to promote public health and safety for tenants renting residential properties and neighboring property owners. Registration will assist in promoting responsible management, safeguard property values, expedite repair of residential properties where such problems arise and provide a tool for prompt contact with owners or manager from Police, Fire, Emergency and the Inspections Departments when issues develop.



RENTAL DWELLING REGISTRATION REQUIREMENTS

Beginning in 2009 the Rental Dwelling Registration Ordinance requires that the owner submit a current, accurate registration of all residential rental dwellings to the Inspections Department between March 1st April 30th, and update the information anytime a change in property information takes place. Some of the general requirements of rental dwelling registrations are as follows.

- Current and updated owner information including email addresses and fax number.
- Designation of an alternate person as responsible for responding to calls from Police, Fire, Emergency or Inspections personnel when the Department is unable to obtain contact with the owner within two (2) business days.
 - A designated alternate contact person must be located in the City or within twenty five (25) miles of the City's planning jurisdiction.
- The owner is required to maintain a current list of the dwellings occupants. Upon request, by City Inspectors, Police, Fire or Emergency personnel, the owner is required to present the list of occupants.



Current and updated management company information if applicable.

- Every rental dwelling owner shall be responsible for payment of the rental dwelling registration fees. The registration fee for properties/tax parcels with three or fewer residential units is fifteen (\$15) dollars per year; properties/tax parcels with fewer than twenty (20) but more than three (3) residential units costs twenty-five (\$25) dollars per year and; properties/tax parcels with twenty (20) or more residential units costs fifty (\$50) dollars per year to register. The rental dwelling registration fee is due every year during the renewal period of March 1st – April 30th and is the same costs as the initial registration
- All new registration forms submitted for the initial registration of rental properties by an owner require a non-refundable application fee of thirty dollars (\$30.00) in addition to the property registration fee. Raleigh City Code Section 12-2177(b).