

RENTAL REGISTRATION BENEFITS

- Will allow the city to identify single family residential properties and obtain good contact information.
- Will enhance communication with property owners and tenants to aid in fostering clean and safe rental properties.
- Will enhance community engagement and help facilitate neighborhood stabilization.
- Welcome To The Neighborhood Packets will be provided to new tenants with information regarding city services, trash pick up and information on maintaining property standards *the Cedar Hill Way.*

CEDAR HILL CODE ENFORCEMENT

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We have made it possible for
contactless registration
submissions.

For more information,
questions or concerns,
please visit us at
[www.cedarhilltx.com /sfrr](http://www.cedarhilltx.com/sfrr)

SINGLE FAMILY RENTAL REGISTRATION ORDINANCE





SINGLE FAMILY RENTAL REGISTRATION

This ordinance was passed by City Council on November 10, 2020 and implementation begins January 1, 2021.

This ordinance is intended to promote the health, safety, and general welfare of the city and its residents by requiring annual registrations and periodic inspections for single family rental properties. By registering these housing units, we obtain property owner contact information that can be used by code enforcement or for emergency situations.

EXAMPLES OF RENTAL HOUSING



SINGLE FAMILY DWELLING



DUPLEX



TOWNHOUSE

RENTAL REGISTRATION PROCESS

- Registration is required for each rental housing unit once a year (per rolling calendar year).
- Registration Fee is \$50 the first year and \$25 to renew.
- Forms can be completed in person or online .

RENTAL REGISTRATION CERTIFICATE OF OCCUPANCY (RRCO)

- RRCO is required only before a tenant move in and needed for utility services to be turned on.
- RRCO applications can be completed in person or online. RRCO Fee is \$25.
- Upon issuance of an RRCO, the tenant must present it to Utility Services for water activation. The tenant can then move in to the rental unit.
- An exterior inspection of the property will be conducted within 30 days of the RRCO being issued.