



RALEIGH FIRE DEPARTMENT

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
- 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 and Neighborhoods Department at 919-996-2444.



City of Raleigh
North Carolina

Housing and Neighborhoods Division
One Exchange Plaza
Raleigh, North Carolina 27602
Phone (919) 996-2444
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Created February 8, 2009

Revised August 17, 2011

Revised June 21, 2012

Revised August 25, 2014

Revised March 1, 2016



City of Raleigh
North Carolina

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