

## Rental Property Requirements

- Landlords are required to annually obtain a Certificate of Occupancy. The completed form must list all occupants, provide contact information for the owner and tenants, and be accompanied by an application fee which varies by unit type. Penalties apply for applications not received by February 1.
- Owners residing outside Cuyahoga County must designate a local agent and complete a Designation of Agent form in order to obtain a Certificate of Occupancy.
- Interior/Exterior inspections are conducted every three (3) years as a condition to the issuance of a Certificate of Occupancy.
- Fees are charged for repeated criminal nuisance activity violations at or near a property. In addition, the City can revoke a Certificate of Occupancy and order a dwelling vacated if there are three (3) or more criminal activity violations within a twelve (12) month period of time.
- No more than three (3) unrelated people can reside in a single dwelling unit.
- Heat must be maintained at a minimum temperature of 70 degrees Fahrenheit in all habitable rooms.
- Photoelectric smoke detectors must be maintained on all floors and outside sleeping areas.
- A sufficient number of approved trash receptacles with lids must be provided.
- Lawns and landscaping materials must be maintained in a neat, orderly condition and grass kept below 6" in height.