



Village of Birch Run
12060 Heath Street, PO Box 371
Birch Run, Michigan 48415
Phone (989) 624-5711 Fax (989) 624-9681

RENTAL HOUSING LICENSE APPLICATION 2022
Effective Date – January 1, 2022

Date of Application _____
Rental Property Address _____ Bldg # _____
Property Tax ID _____

Property Owner Information

Property Owner _____
Address _____ City _____ ST _____ Zip _____
Work Phone # _____ Home Phone # _____
Fax # _____ E-mail _____

Rental Unit Information

Number of Dwelling Units: _____ Class # (See description below) _____
Signature _____ Printed Name _____ Date _____

I hereby certify that the above, that I am the owner, land contract purchaser or manager/agent for the above rental property location. Application is hereby made for a Rental Housing License and permission is given for inspectors of the Village of Birch Run Building Department to enter the premises at any reasonable time for the purpose of determining the condition the structure(s) and I agree to pay the inspection fees when billed.

Fee Schedule

	Class I	Class II	Class III
Initial Rental License Fee (new developments or new uses)	\$ 47.00	\$ 94.00	\$ 141.00
Annual License & Renewal Fee	\$ 35.00	\$ 45.00	\$47.00 plus \$1.00 per unit over 7
New Owner Review Fee	\$ 47.00	\$ 94.00	\$ 141.00
Late Application Fee (If not paid by January 14, 2022)	\$ 47.00	\$ 94.00	\$ 141.00

License fees are due with the application.

- *Class I: Any single-family Rental Housing structure.
- **Class II: Any structure containing up to six (6) Rental Housing units.
- ***Class III: Any structure containing seven (7) or more Rental Housing units.

OFFICE USE ONLY

Zoning Classification _____ Approved _____ Denied _____

Amount Paid _____ Check # _____ Cash Date Received _____

Building Official Signature _____