



**RENTAL HOUSING APPLICATION  
CITY OF RAVENNA  
530 N. Freedom Street  
Ravenna, Ohio 44266  
Phone: 330-296-5607 Fax: 330-330-296-1280**

**Ordinance# 1476.05  
Revised 3/11/16**

Date: \_\_\_\_\_

Rental Address: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Contact Person for Inspection: \_\_\_\_\_ Phone#: \_\_\_\_\_

# of units currently: \_\_\_\_\_ # of units in original structure: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Are any units subsidized by any public agency? \_\_\_\_\_ If yes, what agency? \_\_\_\_\_

Are those unit(s) subject to any other inspections? \_\_\_\_\_ If yes, what agency? \_\_\_\_\_

1. It is the responsibility of the owner to insure that all properties conform to the Property Maintenance and Housing code of the City of Ravenna. All fees are per parcel.
2. All violations found during inspection must be corrected within thirty (30) days of inspection, unless otherwise noted. Major violations will require a \$40.00 re-inspection fee.
3. The rental inspection is a biennial renewal (Every 2 years). It is the responsibility of the homeowner to renew the rental housing certificate every two (2) years. If the rental inspection expires, the rental will be considered a new rental with appropriate fees applying.
4. Once the Building Dept. receives this application and fees you will be contacted by the city inspector to set up an inspection date. Currently our inspector is from PMHA (Portage Metropolitan Housing Authority).

Fees:

1. \$40.00 Standard Inspection Fee for 1 and 2 unit rentals
2. \$20.00 Per Unit Standard Inspection Fee for 3 units and more
3. New Rentals add \$100 to Standard Inspection Fee
4. Past Due 2 year renewal Add \$100 to Standard Inspection Fees

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Total Cost: \_\_\_\_\_