

Single Family Rental Inspection

- [Single-Family Rental Registration Form and Invoice](#)
- [Single-Family Rental Inspection List](#)
- [Other City Code Violations Inspected](#)
- [Environmental Services E-Links](#)

Single-Family Rental Registration

Annual registration for all single-family homes and duplexes are processed and sent out in December for the following year. Property owners are required to submit the registration and registration payment no later than March 1st.

In 2009, the City Council amended the city ordinance requiring a registration fee for single-family and duplex rentals in the City. The registration fee is \$50 for each rental property. The fee is meant to cover the cost of the inspection program.

Registration requires submittal of the registration form along with payment of the registration fee at the same time. The City will not accept registration material without payment of the fee. Failure to properly register a single-family or duplex rental property with the City may result in a citation and fine of \$500 per day for each day the property remains unregistered.

If you have a new rental property or have not registered your rental property previously, please call 972-466-5727 to have a registration material mailed to you.

We are sorry but at this time we are not able to offer an online registration and payment procedure for the rental registration.

Single-Family Rental Program

The Single Family Rental Registration and Inspection Ordinance passed by the City Council ensures tenants and landlords of residential rental properties, are involved in maintaining single family homes in a safe and sanitary condition. The Single-Family Rental Inspection Program is an effective way of ensuring a sustainable community and safe housing is available in all of the neighborhoods in Carrollton.

On Tuesday, February 7, 2006 the Carrollton City Council passed the Single-Family Rental Registration Ordinance. This ordinance requires all property owners and companies who rent or lease single-family homes or duplexes in the Carrollton to register those rental properties with the City and to have them inspected by the City.

A review of code enforcement cases found single family rental properties are approximately 15 percent of single family homes in Carrollton but, they account for a disproportionately high percentage of neighborhood code violations. This diverts staff time from other code enforcement duties and has a negative effect on the surrounding homes.

In response to this problem a Single-Family Rental Inspection Program is underway. Its objective is to improve the overall condition of rental properties and to provide decent and affordable housing without being a blight on surrounding homes, thus helping enhance property values within the affected neighborhoods.

The first steps involved with the program involves identifying all the single family rental homes in Carrollton. Next is notifying the owners and tenants of the new program and the requirements to register the properties with the City.

Registration of all single family rental property is scheduled to be completed on an annual basis.

The landlords, tenants and the community will benefit by:

- Documenting and recording the conditions of the rental properties.
- Education about rights and responsibilities of owners and tenants.
- Insure that tenants are provided with safe and sanitary housing.
- Promote healthy homes that can protect children and seniors.
- Help identify dangerous structures and eliminate the hazards.
- Help with identification of illegal activity inside the units.
- Help maintain sustainability in an aging community.



For questions regarding this program contact Environmental Services by email at envservices@cityofcarrollton.com or by phone at 972-466-5727.