

Rental Licensing

Rental Property Owners

The City of Burnsville requires all rental properties to be licensed. Rental property licenses help ensure the continued health, safety and welfare of all rental property residents and surrounding neighborhoods. Operating a rental property is a business and doing so requires that certain responsibilities and standards be upheld.



License Requirements

Owners of apartment complexes, single family homes, townhomes, condominiums or manufactured homes that are being rented must obtain a license.

Certain rental situations do not require a license:

- You own and live in the home and you are renting space to a roommate.
- Your home is rented for only part of the year.
- Your home is rented by family members.
- Your home is being rented due to your active military duties.
- Your rental building is licensed and inspected by the State (i.e., nursing homes, assisted and independent living homes and group homes).

You can apply for a rental license by completing a license application in person at Burnsville City Hall or online at www.burnsville.org/rental.

The City of Burnsville will also hold regular owner/manager trainings. The trainings will be free, and owners/managers must attend at least once every three years.

Burnsville Rental Licensing

www.burnsville.org/rental

952-895-4440



License Fees

All rental property owners must pay an annual licensing fee.

Licensing fees vary depending on building type and size. A fee schedule can be found at www.burnsville.org/rental.

Building type classifications:

- Multi-Unit Apartment Complex
- Individual Units (single-family, condominium, townhome or manufactured home not part of an association)
- Individual Units (single-family, condominium or townhome within an association or the same building)
- Townhome Complex
- Manufactured Home Park Owners

Owners converting an owner-occupied home to a rental unit must pay a one-time fee. This fee includes an initial inspection and follow-up if necessary. Please contact the Rental Licensing Department before beginning a conversion.

Property Inspections

All rental units must be inspected every three years and all exteriors and common areas of multi-unit rental complexes must be inspected annually.

Inspectors will look for items that pose a hazard to health and safety, and maintenance-related conditions that will cause deterioration of the property. See the Sample Rental Inspection Checklist at www.burnsville.org/rental.

