



# CITY OF CHASKA APPLICATION FOR RENTAL DWELLING LICENSE



1. Rental dwelling address: \_\_\_\_\_
2. Property owner name: \_\_\_\_\_
3. Property owner address: \_\_\_\_\_
4. Property owner telephone number: \_\_\_\_\_
5. Property owner email address: \_\_\_\_\_
6. Management company name (if applicable): \_\_\_\_\_
7. Manager's name: \_\_\_\_\_
8. Management company address: \_\_\_\_\_
9. Management company telephone number: \_\_\_\_\_
10. Management company email address: \_\_\_\_\_
11. Type of dwelling: Single Family  Duplex  Triplex  Fourplex  Multi-Family (5-11 units)   
Multi-Family (12+ units)  Number of units within the rental dwelling (if more than 12):
12. In case of emergency, call (name): \_\_\_\_\_ at (phone): \_\_\_\_\_

**NOTE:** Please fill out this application completely. Incomplete forms will be denied and mailed back. Please contact the Chaska Rental Housing Inspector if there is a change of ownership. By filing this application with the City of Chaska, the owner or agent of the rental unit(s) agrees to allow the Chaska Fire Department or City of Chaska to conduct inspections.

\_\_\_\_\_  
(Signature of Owner or Agent) (Date)

**RENTAL DWELLING LICENSE FEE SCHEDULE 2026  
PLEASE MAKE CHECKS PAYABLE TO THE CITY OF CHASKA**

- Single family - \$100.00 for the entire dwelling
- Duplex - \$163.00 for the entire dwelling
- Triplex - \$202.00 for the entire dwelling
- Four-Plex - \$239.00 for the entire dwelling
- Multi-Family with 5-11 units  
\$239.00 for first 5 units + \$51.00 each additional unit
- Multi-Family with 12 or more units  
\$730.00 for first 12 units + \$19.00 for each additional unit

FIRE DEPT USE ONLY

Rental License #: \_\_\_\_\_

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

Rental Fee \$: \_\_\_\_\_

Rental Late Fee \$: \_\_\_\_\_

Total Fee \$: \_\_\_\_\_

**\* A late fee of an additional 50% of the license fee will be added to any license application received after March 1. Any applications received after April 1 are subject to an additional 100% license fee. Any unlicensed rental units that exceed 60 days after expiration will be issued a misdemeanor ticket and will be subject to a \$500 penalty fee.**

**\* Any rental unit that has not been inspected in the past 24 months will be non-renewable and will be subject to a 50% of license fee reinstatement fee. Inspections can be scheduled by calling 952-227-7458.**

**CHASKA FIRE DEPARTMENT:** 660 Victoria Drive, CHASKA MN 55318  
PHONE: 952-448-2990

DATE: \_\_\_\_\_

RECEIPT #: \_\_\_\_\_

CSR INITIAL: \_\_\_\_\_