

7.26.300 Rental Registration Requirements.

- A. All single-family, duplex and triplex residential properties that are rented or offered for rental within the City shall be registered in accordance with the requirements provided in this Section.
- B. The Director of Planning and Development Services is hereby authorized to adopt procedures, forms and regulations to implement these requirements.
- C. The following owner and agent information shall be required as part of the rental registration process:
 - 1. The exact street address of each unit to be registered.
 - 2. The full legal name of the person or entity who owns the rental property, together with their street address, telephone number and other available contact information, and, if the owner is an entity, the name, address, telephone number and other available contact information of the corporate or partnership member or officer with legal responsibility for the subject property.
 - 3. If the owner is an entity, the name and contact information for a registered agent if one is required by law.
 - 4. The local agent or property manager's name, address, telephone number and other available contact information; a local agent or property manager is required if the owner does not reside within 50 miles of the City of Overland Park, Kansas.
- D. The following additional information shall be required as part of the rental registration process.
 - 1. The name, street address, telephone number and other available contact information for any mortgage holder on the subject property.
 - 2. The name, street address, telephone number and other available contact information for any buyer on a contract for deed, if one shall exist.
 - 3. The name, street address, telephone number and other available contact information for the person or entity, whether it be the owner, tenant, manager or agent, responsible for maintenance of the yard, including but not limited to trash pickup and lawn maintenance.
- E. Each rental property owner shall pay an initial fee of \$10 and a fee of \$2 per unit for each rental unit owned and rented by said owner whenever said owner owns two or more properties in the City. Each rental property owner shall pay a late fee of \$20 for each unit for any late registrations or late renewals. A registration or renewal shall be late if not paid prior to the year of registration. Each separate rental property owner, as established according to the recorded property ownerships on record with the Johnson County Records and Tax Administration, shall be required to register separately and pay the appropriate fees. These fees may be amended from time to time by a resolution of the Governing Body.
- F. (THIS PARAGRAPH APPLIES TO 2009 NOT 2010. SEES PARAGRAPH E FOR FEE INFORMATION)
A fee of \$10 per rental unit shall be required for all registrations for 2009; provided, however, that for 2009, multiple rental units owned by the same legal entity that are located on a single tax parcel as shown on the records of the Johnson County Records and Tax Administration, that fee shall be \$10 for one unit and \$2 for each additional unit. The fee for all registrations owned by the same legal entity, regardless of whether or not they are on the same tax parcel, for the year 2010 and following years shall be \$10 for the first unit and \$2 for each additional unit.
- G. It shall be unlawful and a public offense for any person or entity to fail to register any rental units regulated by this Section, to fail or refuse, upon proper request, to provide full and correct information specified by this Section, to fail to pay required fees when due, and to be in violation of any provision of this ordinance or the rules and regulations adopted hereunder. The penalties shall be as provided in Section 1.12.010 of this code.

(History: Ord. PM-2796 §1, 2009; PM-2660 §1, 2007)