



Application for a Rental License

Town of La Plata
 305 Queen Anne Street • P.O. Box 2268
 La Plata, MD 20646
 Main: 301-934-8421
 Planning: 301-934-8811
 Fax: 301-934-3965
www.townoflaplata.org

Rental License #: _____
 Date Issued: _____
 Expiration Date: _____

Property Information

Rental Property Address: _____ Number of Rental Units: _____

Contact Information

Owner/Property Management			On-Site Contact (Tenant)		
Relationship to Property:	_____		Relationship to Property:	_____	
Name:	_____		Name:	_____	
Address:	_____		Address:	_____	
	City	State	Zip Code	City	State
	_____	_____	_____	_____	_____
Phone:	_____		Phone:	_____	
Email:	_____		Email:	_____	

Permit Information

A separate license is required for each dwelling, dwelling unit and rooming unit let for human habitation.

The rental property inspector shall inspect one, two, and three family dwelling units on a biennial basis (every two years) or upon request of the tenants or owner of these units.

All rental licenses are valid for two (2) years and must be renewed every two (2) years.

For houses built before 1978: You must submit a copy of Form MDE 330 Lead Paint risk reduction Inspection Certificate. The Annotated Code of Maryland, Section 6-8.11, Environment, requires that owners obtain a State of Maryland Lead Paint Risk Reduction Inspection Certificate (Form MDE 330) which verifies that a Risk Reduction Standard is satisfied.

Rental license fee due at time of application in the form of check, cash, or money order.

I certify that the information provided is true and complete to the best of my knowledge. I also hereby certify that, I am the Owner of the subject property, or I have received approval to act on the owner's behalf.

Applicant Signature: _____ Date: _____

Applicant Printed Name: _____

For Office Use Only					
Payment Information		Approvals	Approved	Denied	Date
Rental Application Fee	\$ _____	Rental Inspector			
Check # or Cash	_____				
Treasurer: _____ Date: _____		Inspection Time: _____			

Town of La Plata

Mayor
Jeannine E. James

Council
David L. Winkler
Matthew D. Trollinger
Evalyne L. Bryant-Ward
David M. Jenkins



Town Manager
Brent Manuel

Assistant Town Manager
Michelle D. Miner

SMOKE AND CARBON MONOXIDE DETECTOR SELF CERTIFICATION FOR RENTAL DWELLING

Property Address: _____

Property Owner: _____

Date: _____

Effective January 1, 2018, Maryland law requires that all smoke detectors/alarms in residential properties must meet new standards and requirements. All smoke detector units are required to be tamper resistant with a **sealed 10-year battery**. Smoke detectors/alarms have a maximum life expectancy of 10 years and must be replaced upon expiration.

The current building, fire, and life safety codes for all residential properties mandate that smoke detectors/alarms be installed in the following locations:

1. On the ceiling or wall outside of each sleeping area in the immediate vicinity of bedrooms; and
2. One additional smoke detector/alarm on each story of the home, including the basement.
3. One smoke detector must be installed in each room used for sleeping purposes.

The current building, fire, and life safety codes for all rental dwellings require that a carbon monoxide (CO) alarm be installed outside of each sleeping area and on every level to include the basement in a building that contains any fuel burning equipment, wood burning appliance or has an enclosed attached garage.

I, the undersigned, hereby certify that I am the owner of the above referenced property, that I have inspected the property, and that the property complies with all smoke detector/alarm and CO detector requirements set forth above.

I further certify that I have provided a signed and dated copy of this Self Certification to the occupants of this property.

Signature: _____

Date: _____



Rental Inspection Checklist

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All rental dwellings, dwelling units and rooming units (whether located in a bed and breakfast home, rooming house, boarding house, hotel, single dwelling or multiple dwelling), let or rented for human habitation, shall be licensed and regulated in accordance with chapter 155 to ensure the protection of the health, welfare, safety and morals of persons residing in those units and rooms. The provisions and requirements of this chapter are supplementary to Chapter 123, and the International Property Maintenance Code adopted in Chapter 152, of this Code.

Code Reference	Description	Yes	No	N/A
§123-6	Equipment and Facilities			
	All appliances working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Electrical outlets & Switches working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Changing filters on furnace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Windows open and stay open w/o assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Water heater has relief valve pipe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	No storage around furnace or water heater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Exhaust fan over stove working and clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sliding door(s) easily openable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Exhaust fans working in baths w/o window	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Tiles and Caulk secure in baths and showers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Railings on stairways secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Clear exit/egress path(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Refrigeration working and sanitary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Bathrooms floors in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Dampness/Caulking (Windows, Doors, Bath etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Interior sanitation or rodent issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Interior stairs and railings in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Interior walls, floors and ceilings in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cooking facilities working and sanitary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Required Facilities & Equipment installed & maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Required Plumbing lines & fixtures installed, connected & maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Room or Water Heating & Cooking Equip. installed, connected & maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Electrical outlets & fixtures installed, connected & maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
§123-7	Light, Ventilation and Heating			
	Natural light in habitable rooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Adequate ventilation in habitable rooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Adequate light and ventilation in bathrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fire Safety			
	Cooking and heating equipment free from fire hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Smoke alarms in all sleeping rooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Carbon monoxide alarms on each floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Battery smoke alarms upgraded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fire Extinguishers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Storage of flammables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
§152	Property Maintenance Standards			
	Noxious/Overgrown Plants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Foundation, walls and roof in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Grading/Drainage – Pooling water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Stairs, Porches, railings and shutters in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Windows, panes and screens missing or in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Doors and door hardware in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gutters & Downspouts blocked or in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Open Storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Accessory Structures in disrepair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sanitation, insect or rodent harborage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>