

CITY OF TEMPLE TERRACE FIRE DEPARTMENT

Risk Reduction Division

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Phone (813) 506-6690 Fax: (813) 506-6691

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RESIDENTIAL RENTAL HOUSING PERMIT PROGRAM NOTICE TO OWNER

NOTICE DATE: _____

OWNER'S NAME
OWNER'S ADDRESS
CITY, ST ZIP CODE

According to the Public Records for Hillsborough County, Florida, the below-listed property may require a Residential Rental Housing Permit.

TT LOCATION ID #:
TO BE ASSIGNED

PROPERTY ADDRESS:

Section 27.725 of the City of Temple Terrace Code of Ordinances requires an annual rental housing permit, waiver or exemption be obtained for each single family dwelling unit (attached or detached) including all townhouses, condominiums, two-family dwelling units, three-family dwelling units, and mobile homes when not occupied by the property owner(s) of the dwelling as a homesteaded primary residence. If your property is not owner-occupied as your primary residence and homesteaded as such, you must register this property with our office.

Permits - required whenever one or more persons provide consideration to a property owner for the use of a dwelling unit, whether or not money is exchanged.

Exemptions - upon providing proof of residency, an owner resides in their dwelling but does not have a homestead exemption, or have a rent paying tenant while owner resides at residence. No permit fee or inspection required unless otherwise warranted.

Waivers - residence is not occupied by the owner-of-record but is not actually rented out; seasonal residence used only by property owner(s) and/or related family member(s), residence is vacant for more than 90 days, ownership held in trust and occupied by beneficiary of trust and/or related family member(s) or occupied solely by property owner(s) related family member(s) not on deed. No permit fee or inspection required unless otherwise warranted.

Our records indicate you are the owner of the above-referenced property. A permit application, permit invoice and return envelope is enclosed for your convenience; please complete and submit to our office for review and/or approval. Note that an inspection to confirm compliance with city codes is included in this permit process. Contact our office (813) 506-6690 for more details as needed.

The applicable permit program application form must be postmarked or delivered to our office within 30 days of NOTICE DATE to avoid late fees.