



Town of Georgetown New Commercial Rental License Application

Fee: \$65 per unit

Rental Property Address: _____

Business Name (Rental Unit): _____

Business Owner (Rental Unit): _____ Phone: _____

Property Owner Name*: _____

*If the applicant is a Corporation or Partnership please provide a list of all principal officers or partners, addresses and telephone numbers. You may attach a separate sheet with this information.

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____

Email: _____

Property Manager (if applicable): _____

Property Manager Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email: _____

I, the undersigned license holder and/or applicant, certify to the best of my knowledge, the following (per Chapter 130-15):

- A. such rental unit has a functioning smoke detection device(s) and those other safety devices required by the Fire Marshal of Sussex County
- B. the number and relationship of people per unit or building is in compliance with the Town's Housing Code, Building Code and Zoning Ordinance
- C. the appearance of the building, parking area and grounds shall be maintained
- D. that the license holder or applicant has not made any misrepresentation of fact in the license application, and the information on the application is true and correct and that a false answer can subject the application to denial or a license revocation
- E. that the unit meets the current applicable federal and state laws and local ordinances, including the Building Code, Zoning Ordinance, Housing Code, and other health, safety and fire codes applicable within the Town of Georgetown, which the Town seeks to enforce

- F. that the license holder or applicant acknowledges receipt of the following Town of Georgetown Codes:
- 1. Chapter 116 - Housing Standards
 - 2. Chapter 144 – Noise
 - 3. Chapter 165 - Property Maintenance
 - 4. Chapter 212 - Vehicles, Abandoned or Inoperable
 - * Chapter 130-15 Rental Licenses
- G. that the unit complies with the off-street parking requirements in the Zoning Ordinance

I understand my rental license will only be issued when all sections of this application have been completed in its entirety, all agency approvals have been received and all proper fees have been paid.

Applicant Signature

Date

BELOW FOR OFFICE USE ONLY

Commercial Units – Change of Use per Town of Georgetown Code 230-207 B. (3)	
Required	Date Approved
Office of State Fire Marshal	_____
DelDot (Department of Transportation)	_____
Dept of Public Health	_____
DNREC/SCD	_____
Sussex County Building Code	_____
Town Certificate of Occupancy	_____

--

Rental License Payment		
Date Appl. received: _____	License Fee received: _____	CASH/CHECK #: _____
Account #: _____ Date/Initials entered in system: _____		
Rental License is: Approved _____ Denied _____ By: _____		
*All appropriate documentation and form(s) have been attached to this application: _____		

Submit all requests to the Planning Department, 39 The Circle, Georgetown DE 19947
Fax: (302)856-6348 Phone: (302)853-0104