



The City of Cortland has officially begun the rental registration process.

Dear Rental Property Owner,

The City Council (Council) has determined that there exist in the City of Cortland issues arising from the rental of dwelling units that may be substandard or in violation of the New York State Uniform Fire Prevention and Building Code, the New York State Multiple Residence Law, or other state codes or local codes; dwelling units that are inadequate in size, overcrowded and dangerous, that tend to promote or encourage deterioration of the housing stock of the City, create blight, excessive vehicular traffic and parking problems and that tend to overburden municipal services. The Council finds that the City has transient residents, many of whom occupy rental housing within the City and whose members have generated a disproportionate number of complaints of public nuisances, including but not limited to noise, property damage, and property neglect; that the current Code of the City of Cortland lacks sufficient incentives for owners to regulate the conduct of their tenants; and that the City Code lacks sufficient safeguards on the population densities of rental housing. The Council further finds that current City Code provisions must be enforced to halt the proliferation of such conditions and that the public health, safety, welfare, good order and governance of the City will be enhanced by enactment of the regulations set forth in this chapter, which regulations are remedial in nature and effect.

The record title holder of single family or two - family rental buildings or structures subject to this chapter may opt to self-certify their compliance with this chapter. The form for self-certification shall be made available by the Code Enforcement Officer and shall be signed and notarized by the record titleholder(s) under penalties of perjury. Any record titleholder, or the record titleholder's agent or designee, that provides materially false or misleading information on the self-certification form shall be in violation of this chapter and shall be subject to the penalties of perjury in addition to the penalties found in [102-24](#) of this chapter.

The rental registration fee is \$80.00 per rental building

*** If the rental permit fee was paid initially when law was first enacted 2009-2010 by the same building owner, the fee remains current**

Buildings which are not registered promptly will be issued a Notice of Violation

Applications may be obtained by visiting the City website (cortland.org) or at City hall and personally delivered to the Code Enforcement Office at 25 Court Street, Cortland.

Business hours are Monday thru Friday, 8:30 am to 4 pm.

Please make checks payable to the City of Cortland.