



The city of  
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BUILDING PERMITTING AND LICENSING  
780 FISHERMAN STREET  
OPA-LOCKA, FL 33054  
305-953-2868  
BUILDING@OPALOCKAFL.GOV

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## APPLICATION FOR LANDLORD PERMIT

Owner's Name \_\_\_\_\_

Landlord's Name (if different) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No \_\_\_\_\_ Email \_\_\_\_\_

### **Corporate Information (Inc. LLC, Partnership, etc. If Applicable):**

Corporate Name \_\_\_\_\_

Corporation Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**\*\*\*Please attach a copy of the Articles of Incorporation\*\*\***

### **Property Information**

Property Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Number of Dwelling Units \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_ Number of Bathrooms \_\_\_\_\_

"The undersigned has carefully reviewed this application and all facts, figures, statements contained in this application are true, correct, and complete. The applicant also acknowledges and understands that the issuance of the city Landlord Permit is contingent upon a compliance inspection and in conjunction with the issuance of a Certificate of Occupancy. The undersigned understands that failure to comply with the city's Ordinances may result in revocation of said Landlord Permit."

Applicant's Name (print) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

State of Florida County of \_\_\_\_\_

The foregoing instrument was acknowledged before me via ☐ physical presence OR ☐ online notarizations this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

By \_\_\_\_\_

Personally known \_\_\_\_\_ OR produced identification \_\_\_\_\_

\_\_\_\_\_  
Notary Name Here, Notary Public

My Commission Expires \_\_\_\_\_

**Attach copy of identification**

**Fees**

New Permit Fee \$55.00

Re-inspection Fee \$25.00

Renewal of Permit \$45.00

**\*\*\*\*\*Office Use\*\*\*\*\***

Property Inspected and in compliance

Applicant owes no fees, fines, liens, or any other debt to the City of Opa-locka

(Attach additional page to give full description of balance(s) due.)

Applicant given copy of Landlord Permit Ordinance

**Renewal Certification**

"I, the undersigned hereby, certify that the landlord Permit for which I am now applying is one for a renewal of a current Landlord Permit which is now in full force and effect. I have not changed the authorized use of the premises nor have I made any physical or structural changes to the premises and do not plan to make any physical or structural changes to the premises, and the information contained in the original application has not changed; or if there are such changes, the change(s) is/are as follows."

(Attach additional page to give full description of changes.)

Applicant's Name (print) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

State of Florida County of \_\_\_\_\_

The foregoing instrument was acknowledged before me via ☐ physical presence OR ☐ online notarizations this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

By \_\_\_\_\_

Personally known \_\_\_\_\_ OR produced identification \_\_\_\_\_

\_\_\_\_\_  
Notary Name Here, Notary Public

My Commission Expires \_\_\_\_\_

Ordinance No. 15-13

15	EDUCATION COMP4CT	% Of Community Development revenue upto \$5,000 annually	5%
16	ENVIRONMENTAL REVIEW ANALYSIS		\$300
17	FILL PERMIT REQUEST APPLICATION		
	a. Initial application		\$100
	b. Supplemental review	\$75 Fee per Additional Half Hour	\$75
18	HOUSING AUTHORITY BOARD APPLICATION		\$250
19	LANDLORD TENANT PERMIT		
	a. Permit fee	Per dwelling unit	\$55
	b. Permit renewal	Annually	\$45
	c. Re-inspection fee	Per dwelling unit	\$25
	ZO MINUTES		
	a. Report of transcribed minutes	Certified Copy	\$50
	b. Summary Copies of Minutes	Fee <b>per</b> page	\$1
21	PLANNING COUNCIL		
	a. Application - Non-Profits/ Residential/Property Homeowner		\$400
	b. Application - Business/ Commercial		\$500
22	PLAT		
	a. Subdivision of plat (recorded <b>or</b> unrecorded)		\$1,000
	b. Tentative plat		\$1,000
	c. Final Plat		\$1,050
	d. Waiver of Plat		\$2,285
23	PROPERTY LIST	City Owned	\$5
24	RECORDS SEARCH OF PROPERTY OWNER		
	a. Initial search	Record Search 1 Hour	\$150