

City of Lambertville

ORDINANCE NUMBER 04-2014

*An Ordinance to Amend the Revised and General Ordinance of the City of Lambertville, 1990, Chapter X, Building and Housing, Amending Section 10-7.3 to Permit Annual Renewals By Affidavit*

**SECTION 10-7.3. Application for Landlord's Registration Statement.**

An application form for a Landlord's Registration Statement shall be available from the City Clerk and shall not be deemed complete unless the applicant provides the following for each building containing one or more dwelling units rented to one or more tenants owned by the landlord in the City:

- A. Name, address and phone number of the landlord.
- B. Address of building ("building") and dwelling unit number or other identifying information for the dwelling unit.
- C. Number of dwelling units in the building.
- D. For each dwelling unit in the building:
  - 1. Identify the unit number or other identifying information.
  - 2. Set forth the gross floor area in square feet of each room occupied for sleeping purposes.
  - 3. Set forth the total gross floor area in square feet of habitable rooms.
  - 4. Total number of tenants permitted in the dwelling unit.
  - 5. Total number of occupants who are to reside in the dwelling unit.
  - 6. The date tenancy commenced or will commence
- E. Proof of current payment of property taxes, assessments against property, sewer charges, or other municipal charges, or assessments pursuant to N.J.S.A. 40:52-1.2.
- F. Payment of Registration Fees.
- G. A certification from the landlord that the dwelling unit to be rented complies with this Chapter.
- H. A certification from the landlord that he/she will not authorize more than the maximum permitted tenants to occupy the dwelling unit.
- I. In the event of a change in Landlord of the dwelling unit, a new Landlord Registration Statement shall be filed with the City Clerk.
- J. Proof approval to operate as a multi dwelling such as Board of Adjustment approval or proof of operation prior to the adoption of the 1971 Zoning Ordinances.
- K. In the event of a change in tenants, a new Landlord Registration Statement must be completed within ten (10) days of the occurrence.
- L. SDCMFX Inspection which requires smoke detector and carbon monoxide fire extinguisher certification.

## RENEWALS WITH NO CHANGES

Landlords who have experienced no changes to the application filed the previous year, may certify the information (items A through L) is correct and has not changed by completing an affidavit in place of the full application.

LANDLORD REGISTRATION

AFFIDAVIT OF NO CHANGE

NAME OF PROPERTY OWNER/CORPORATION:

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT(S): \_\_\_\_\_

I, \_\_\_\_\_ (insert name) certify that the information contained on the application filed covering the \_\_\_\_\_ calendar year, which is on file in the City's Clerk's Office of the City of Lambertville, for landlord registration of block \_\_\_\_\_ lot \_\_\_\_\_ has not changed.

I understand that should a representative of the City find there is a change, I will be subject to fines and penalties as outlined in the City of Lambertville's General Ordinances, Chapter 10, Building and Housing, Section 10, Rental of Housing Units.

\_\_\_\_\_  
Signature of Property Owner or Principal

\_\_\_\_\_  
Please print your name and title

State of New Jersey  
County of \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ date of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Notary's Name

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

Notary Seal

INTRODUCED FOR FIRST READING: February 18, 2014  
PUBLIC HEARING AND FINAL ADOPTION: March 18, 2014  
FINAL ADOPTION:

**CLERKS CERTIFICATE**

I, Cynthia L. Ege, CMR, RMC, Clerk of the City of Lambertville, in the County of Hunterdon, State of New Jersey, HEREBY CERTIFY as follows:

1. I am the duly appointed Clerk of the City of Lambertville, in the County of Hunterdon, State of New Jersey (herein called the "City"). In this capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the City and the records relative to all ordinances and resolutions of the City. The representations made herein are based upon the records of the City.
2. Attached hereto is a true and complete copy of an ordinance passed by the governing body of the City on first reading \_\_\_\_\_ and finally adopted by the governing body on \_\_\_\_\_.
3. On \_\_\_\_\_ a copy of the ordinance and a notice that copies of the ordinance would be made available to the members of the general public of the municipality who requested copies, up to and including the time of further consideration of the ordinance by the governing body, was posted in the principal municipal building of the City at the place where public notices are customarily posted. Copies of the ordinance were made available to all who requested them.
4. After final passage, the ordinance, a copy of which is attached hereto, was duly published on \_\_\_\_\_. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the ordinance has been presented to the governing body or to me or filed in my office within the 20 days after the publication or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Cynthia L. Ege, CMR, RMC, City Clerk

(Seal)