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Rental Inspection Program



The City of Manistee instituted a rental registration program in 2000. This program requires that all residential rental units within the City of Manistee be registered and inspected on a three-year cycle. This program helps to protect public safety and ensure the quality of the City’s rental properties. The International Property Maintenance Code is used for inspections.

FEES PER UNIT

Registration Certificate (one-time fee)	\$40	Unregistered Rental 1 st Notice	\$200
Inspection	\$90	Unregistered Rental 2 nd Notice	\$400
Re-inspection 1 st	\$100	Complaint Inspection (Valid)	\$100
Re-inspection 2 nd	\$200	Enforcement Letter	\$100
Missed/Broken Scheduled Inspection	\$40		

Registration

The owner of a rental dwelling or of any dwelling newly converted to a rental unit shall register the unit prior to allowing occupancy to any tenants. To get started, the [Rental Registration Program Application](#) must be completed. An inspection shall be scheduled for the unit(s) prior to occupancy. This applies to properties that are used for daily, weekly, monthly, yearly, seasonal, or vacation rentals. Landlords must keep their information up to date using the [Rental Program Contact Form](#). Once in the program, if a landlord decides to remove their unit(s), they must contact the City first and complete a [Rental Registration Program Removal Request](#).

Inspections

Inspections are performed on a three-year cycle (unless your unit is registered out of its cycle, the inspection fee will be the same even if a rental is registered out of its cycle). It is the responsibility of the owner to contact the City to schedule inspections within their cycle year and to contact the tenants with the date/time when the inspector is coming. If you have not contacted the City in your cycle we will schedule your inspection and notify you via email, mail or phone.

Additional information can be found in the [Chapter 1482 Residential Rental Properties](#), and a copy of the [Property Maintenance Checklist](#) are available on the City Web Page at www.manisteemi.gov. The State of Michigan provides a practical guide that explains the rights for [Tenants and Landlords](#).