

**ORDINANCE NO. 339**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE MODIFYING CHAPTER 4 BUILDING REGULATIONS AND  
PERMITS IN THE CITY CODE – 2<sup>ND</sup> READING**

THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, ANOKA COUNTY, MINNESOTA,  
ORDAINS:

Changes in the following sections are denoted with an underline for new text or a ~~strikethrough for deleted language~~. Renumbering and updated references shall occur throughout the Code as needed when subsections are added or deleted.

**Section 1.** Section 4-6-4 License of the St. Francis Code of Ordinances is hereby amended to read as follows:

- A. License Required. No person, firm or corporation shall operate a rental dwelling unit without first having obtained a license to do so from the City as provided for in this Ordinance.
1. Rental Licenses are subject to and shall follow the Business Regulation and Licensing Ordinance of City Code, Chapter 6.
  2. Each license shall be good for two (2) years and expire on January 31 on the second year after issuance, except as otherwise described in Section 4-6-123 regarding the process for the first renewal.
  3. License renewals for the following years shall be filed on or before January 15 prior to the license expiration date.
  4. A license shall not become valid until a complete application is received, the required fee is paid and inspections or re-inspections are completed as necessary.
  5. Rental dwelling licenses shall not be transferable to another person, organization or to another rental dwelling.
  6. Every person holding a rental dwelling licenses shall give notice in writing to the City within ten (10) business days after having legally transferred or otherwise disposed of the legal control of any licensed rental dwelling. The notice shall include the name and address of the person succeeding the ownership or control of the licensed dwelling or dwellings.

**Section 2.** This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council of the City of St. Francis this 21<sup>st</sup> day of January, 2025.

SEAL

CITY OF ST. FRANCIS

By: \_\_\_\_\_  
Mark Vogel, Mayor

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Attest: Jenni Wida, City Clerk

DRAFTED BY:  
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