

## **Section 623. Short-Term Rentals**

1. Short-term rentals shall require a special use permit issued by the Planning Board. A license issued by the Zoning Officer shall also be required and must be renewed annually.
2. Short-term rentals shall be subject to the following provisions:
  - (a) Location. Short-term rentals shall be allowed in the R and RMU zoning districts.
  - (b) License Fee. Short-term rental operators shall pay an annual license fee set by Town Board resolution and payable to the Zoning Officer.
  - (c) Operator. All short-term rentals shall have at least one operator. The operator shall be the property owner or the property owner's agent.
  - (d) Operator duties. The operator shall:
    - (i) Register the short-term rental with the Zoning Officer.
    - (ii) Have a designated property manager who resides in such proximity to the subject premises so as to permit him or her to physically be at the subject premises within one hour of receiving notification of a complaint relating to the premises.
    - (iii) Post the name, physical address, email address, and phone number of the designated property manager in a conspicuous location on the premises.
    - (iv) Ensure safety and monitor noise and activities that create a public or private nuisance.
    - (v) Provide proof of current insurance.
  - (e) Occupancy. The maximum number of occupants of any short-term rental shall be eight people. The minimum length of occupancy of any short-term rental shall be five consecutive days.
  - (f) Building exterior. No signs or other exterior indications of the short-term rental use shall be allowed.
  - (g) Parking. Required off-street parking spaces shall be:
    - (i) In accordance with Section 605 of this law.
    - (ii) Located in a manner that minimizes impacts to neighboring properties and streets, including light, noise, snow removal, green space, and street view.

- (iii) Not occupied by recreational camping vehicles or motor vehicles larger than a one-ton pickup truck during any rental occupancy.
- (h) Site lighting. Lighting shall not be directed toward adjacent properties or streets.
- (i) Pets. All pets belonging to rental guests shall be kept under control and be in conformance with all applicable laws.

3. Applications for new short-term rental special use permits. An application for a special use permit for a short-term rental shall consist of the following items, in addition to those required in Section 1420:

- (a) A floor plan identifying the location of all sleeping rooms and all spaces for exclusive use of short-term renters. Included on such plan shall be the location of designated emergency egress and rescue windows to the extent such features are required under current law, code, or regulation.
- (b) A parking, circulation, and lighting plan.

4. Short-Term Rental License.

- (a) No person shall operate a short-term rental unless a license to operate has first been issued by the Zoning Officer pursuant to this law. Such license shall be applied for coincident with an application for a special use permit, and shall be granted coincident to the final approval of a special use permit.
- (b) All licenses shall be issued for a period of one year, after which time renewal shall be required. All licenses shall expire on July 1, annually. The license shall be displayed conspicuously at all times on the premises.
- (c) Prior to license renewal, all short-term rentals shall be inspected by the Zoning Officer. Such license shall not be renewed until the short-term rental is certified by the Zoning Officer to the Planning Board as operating in compliance with this law. A record of complaints, if applicable, shall be transmitted to the Planning Board prior to license renewal.
- (d) The Zoning Officer shall not enter the premises of any private property without the consent of the owner. It shall be the responsibility of the applicant to arrange for all required inspections of the premises prior to license issuance or renewal. The applicant shall request an inspection time and date that is reasonable to the Zoning Officer. The Zoning Officer shall retain all inspection records.
- (e) If the property is the subject of complaints to the Zoning Officer that have

not been corrected, the license may be revoked prior to expiration.

5. Pre-existing Nonconforming Short-Term Rentals. Short-term rentals in existence at the time of the adoption of this section may continue to operate, but must come into compliance with this section no later than month/day/year.

## **Section 627. Bed and Breakfast and Hotel License**

1. No person shall operate a bed and breakfast or hotel unless a license to operate has first been issued by the Zoning Officer pursuant to this law. Such license shall be applied for coincident with an application for a special use permit, and shall be granted coincident to the final approval of a special use permit.
2. All licenses shall be issued for a period of one year, after which time renewal shall be required. All licenses shall expire on July 1, annually. The license shall be displayed conspicuously at all times on the premises.
3. Prior to license renewal, all bed and breakfasts and hotels shall be inspected by the Zoning Officer. Such license shall not be renewed until the bed and breakfast or hotel is certified by the Zoning Officer to the Planning Board as operating in compliance with this law. A record of complaints, if applicable, shall be transmitted to the Planning Board prior to license renewal.
4. The Zoning Officer shall not enter the premises of any private property without the consent of the owner. It shall be the responsibility of the applicant to arrange for all required inspections of the premises prior to license issuance or renewal. The applicant shall request an inspection time and date that is reasonable to the Zoning Officer. The Zoning Officer shall retain all inspection records.
5. If the property is the subject of complaints to the Zoning Officer that have not been corrected, the license may be revoked prior to expiration.