

Draft Application

Town Of Plymouth Vermont
Short-Term Rental Guidelines (Proposed)

Owners Name: _____

Owners Address: _____

Owners Phone: _____

Owners Email: _____

Short Term Rental Information

Physical Address of Rental: _____

Tax Map _____ Lot # _____ Max Number of Bedrooms _____

Name of Local Property Manager (LPM) or Local Contact _____

Address of LPM _____

Emergency Phone Numbers and Email of LPM _____

Permits for Short-Term Application require a \$75.00 nonrefundable fee as well as a \$40.00 Recording Fee
Checks shall be made payable to the Town of Plymouth.

Date Application Submitted _____ Check# _____

The following information shall be provided by owner(s) of Short-Term Rental (STR) property (proof of ownership may be required if the person submitting the Short-Term Rental Application is not the title holder as indicated by the documentation maintained in the Plymouth Land Records):

1. Physical address of all property advertised, offered for use, or used for STR.
2. Contact information for property owner, including: name, mailing address/and or physical address, telephone number and email address.
3. Contact information for any person present or residing on the property and authorized to act on the owners behalf, including: name, mailing address/and or physical address, telephone number and email address.
4. If there is a written property management agreement or contract stating the duration/term of any contract.
5. If not a whole building rental, the number of STR dwelling units located within the building and the 911 addresses assigned to the units (if separate from the building).
6. A sketch plan depicting the STR property and all proposed on-sight parking spaces, including guest parking.
7. Proof of homeowners insurance with a STR endorsement.
8. Proof of VT tax account for room and meals and or sale tax purposes.
9. Proof of Certificate of Occupancy from the State Fire Marshall, for both new and existing buildings.
9. A copy of any STR rules applicable to the rental property.
10. Necessary phone numbers:
 - Fire Marshall Jay Moody Phone # 802 885-8965 Cell# 802 775-1748
email Jay.Moody@vermont.gov
 - Zoning Administrator Jim Allen Phone# 802 228-4468 email allterrain802@gmail.com

Definitions and Agreements:

Dwelling Unit Capacity – Short Term Rental: When used as a Short-Term Rental the Dwelling Unit Capacity shall be per bedroom. For example, a three- bedroom Dwelling Unit shall have a Dwelling Unit Capacity of six persons ((3 bedrooms X 2) when used as a Short-Term Rental. A Dwelling Unit subject to a Vermont Land Use (Act 250) Permit shall be limited to the Dwelling Unit Capacity stated on that permit and shall not be increased by an additional two units when used as a Short-Term Rental.

Short-Term Rental: A furnished house, condominium, or other dwelling room or self-contained dwelling unit rented to the transient, traveling, or vacationing public for a period of fewer than 30 consecutive days.

NOTE: The Short-Term Rental of a Dwelling Unit in or of a Building qualifies the Building as a “public building” subject to the jurisdiction of the State of Vermont Division of Fire Safety pursuant to 30 V.S.A. §2730(a)(1)(D).

SHORT-TERM RENTAL OF DWELLING UNIT

1. The Short-Term Rental of a Dwelling Unit requires a Zoning Permit (hereinafter in this section referred to as a Short-Term Rental Registration) from the Zoning Administrator. A person shall not commence the use of a Dwelling Unit as a Short-Term Rental unless and until the Zoning Administer issues the requisite Short-Term Rental Registration.

2. An application for Short-Term Rental Registration shall be in compliance with the regulations as set by the Town of Plymouth for a STR with an occupancy of 8 or less guests. For Dwelling Units with a Dwelling Unit Capacity of greater than 8 occupants, the following applies:

A. The State of Vermont Wastewater and Water Supply Permit for the property for Dwelling Units constructed or occupied after June 30, 2007, and a the local zoning or septic permit, if any, for Dwelling Units constructed before July 1, 2007, OR, the Listers Property Card with the number of bedrooms indicated if a local zoning or septic permit does not exist for Dwelling Units constructed before July 1, 2007.

B. A State of Vermont Land Use (Act 250) Permit if subject to Act 250 jurisdiction.

C. An inspection report with occupancy approved The Public Building Permit from the State of Vermont Division of Fire Safety.

D. The Posting of Contact Information required by 18 V.S.A. §4467.

E. Proof that the liability insurance policy that covers the Dwelling Unit extends bodily injury and property damage insurance coverage that occurs during or as result of the use of the Dwelling Unit as a Short-Term Rental.

3. No Registration for the Short-Term Rental of a Dwelling Unit shall be issued or obtained and submitted to the Zoning Administrator (for Dwelling Units with a capacity of greater than 8 occupants) until the documents and permits set forth in subsection 2 above are addressed.

4. The duration of a Short-Term Rental Registration shall be one year from the date of issuance.

5. The number of lessees, guests, or other persons using a Dwelling Unit pursuant to the Short-Term Rental lease or other agreement with the Short-Term Rental Registration holder shall not exceed the Short-Term Dwelling Unit Capacity of the Dwelling Unit.
6. The use of a Dwelling Unit by a number of lessees, guests, or other persons in excess of the Short-Term Rental Dwelling Unit shall constitute a violation of §407 by the Registration holder and/or the person with whom the Registration holder contracted for the Short-Term Rental of the Dwelling Unit.
7. The number of vehicles shall not exceed the number of bedrooms.
8. Trash shall be sorted according to state regulations. Homeowners are responsible for providing containers for sorting and for the appropriate removal of all trash. Trash is to be stored in a secure space that is screened from public view. If found to be out of compliance of the aforementioned expectation(s) an immediate fine of \$250 per occurrence.
9. In the event of careless negligence or false alarms the homeowner will be fined \$300-500.00 per occurrence
10. A knox box (emergency key) is required for all STR properties.
11. If you have outside lighting, it will not interfere with neighboring properties and comply with the existing ordinance.
12. In preserving the peaceful quiet of the community guests are required to maintain public decency in volume and behavior from 11 PM- 7AM
13. Any person who commences or continue to operate a STR property without the required permit shall be deemed guilty of an infraction and may be fined up to \$100.00 a day.

I acknowledge I have reviewed and agree to abide by the Town of Plymouth Short-Term Rental ordinance.

Signed: _____ Date: _____