

ZONING

250 Attachment 11

Town of Clinton
Short-Term Rental Applications and Forms
[Added 11-10-2020 by L.L. No. 2-2020]



TOWN OF CLINTON
1215 CENTRE ROAD
RHINEBECK, NEW YORK 12572
(845) 266-5704
FAX (845) 266-5748

Type-2, Non-Hosted Short-Term Rental Special Use Permit Application

1) Name, Address, E-mail Address and 24-hour Telephone Number of property owner:

2) Name, Address, E-mail Address and 24-hour Telephone Number of property manager, if applicable:

3) Address of dwelling intended to be used as a Type-2, Non-Hosted Short-Term Rental:

4) Number of bedrooms intended to be used as a Type-2, Non-Hosted Short-Term Rental:

5) If dwelling is served by a private Septic System attach a Septic System Inspection report, dated within 90 days of this application.

6) Attach a copy of current Dutchess County Hotel Occupancy Tax Certificate.

7) Number of off-road parking spaces at proposed Type-2, Non-Hosted Short-Term Rental.

8) Attach proof of \$1,000,000 liability and personal injury coverage provided by the Short-

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Term Rental Facilitator. If the Short-Term Rental Facilitator does not provide insurance coverage, proof of the following insurance coverage must be provided:

- (a) A rider on a homeowner's policy that expressly covers Short-Term Rentals and provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured; OR
- (b) A commercial insurance policy covering short-term rentals at the permitted address that provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured.

9) Attach a visual depiction of the site, including driveways and parking areas. This may include sketches, photos, or plans.

10) Attach a short narrative describing the owner(s) intention for the Type-2, Non-Hosted Short-Term Rental. This must include the expected rental nights per year, number of Lodgers expected, and whether the Short-Term Rental will be owner occupied at any point during the period which the Special Use Permit is granted.

11) Enclose payment of \$_____ Application Fee.

PLEASE TAKE NOTICE: A Type-2 Non-Hosted Short-Term Rental Special Use Permit shall require renewal by the Planning Board no later than each anniversary of such issuance. The owner(s) must request the renewal in writing by submitting a Type-2 Non-Hosted Short-Term Rental Renewal Form to the Planning Board at least 90 days prior to such anniversary. Failure to do so may result in the lapse of the Special Use Permit. Within 30 days after receipt of a renewal request, the Zoning Administrator shall review whether the Short-Term Rental is in compliance with the terms of its Short-Term Rental Special Use Permit and the provisions of the Town Code. The Zoning Administrator's report shall also include open violations of the Town Code at the Dwelling or Accessory Dwelling Unit. The Planning Board shall have the discretion to amend the Special Use Permit or deny renewal for good cause shown, which may include but is not limited to considerations of sound, smoke, disorderly conduct, or public safety. The Planning Board may, in its discretion, hold a public hearing in connection with any renewal request.

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Type-2 Short-Term Rental Special Use Permit Renewal Application

1) Name, Address, E-mail Address and 24-hour Telephone Number of property owner:

2) Name, Address, E-mail Address and 24-hour Telephone Number of property manager, if applicable:

3) Address of dwelling intended to be used as a Type-2, Non-Hosted Short-Term Rental:

4) Have there been any changes, such as changes to the number of bedrooms being offered to Lodgers, the number of off-road parking spaces available or alterations to the dwelling, to the previously approved Type-2, Non-Hosted Short-Term Rental in the past year?

5) If you answered yes to question 4, please describe each change:

6) Attach a copy of current Dutchess County Hotel Occupancy Tax Certificate.

7) Attach proof of \$1,000,000 liability and personal injury coverage provided by the Short-Term Rental Facilitator. If the Short-Term Rental Facilitator does not provide insurance coverage, proof of the following insurance coverage must be provided:

- (a) A rider on a homeowner's policy that expressly covers Short-Term Rentals and provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured; OR

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(b) A commercial insurance policy covering short-term rentals at the permitted address that provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured.

10) Payment of \$ _____ Application Fee.

PLEASE TAKE NOTICE: A Type-2 Non-Hosted Short-Term Rental Special Use Permit shall require renewal by the Planning Board no later than each anniversary of such issuance. The owner(s) must request the renewal in writing by submitting a Type-2 Non-Hosted Short-Term Rental Renewal Form to the Planning Board at least 90 days prior to such anniversary. Failure to do so may result in the lapse of the Special Use Permit. Within 30 days after receipt of a renewal request, the Zoning Administrator shall review whether the Short-Term Rental is in compliance with the terms of its Short-Term Rental Special Use Permit and the provisions of the Town Code. The Zoning Administrator's report shall also include open violations of the Town Code at the Dwelling or Accessory Dwelling Unit. The Planning Board shall have the discretion to amend the Special Use Permit or deny renewal for good cause shown, which may include but is not limited to considerations of sound, smoke, disorderly conduct, or public safety. The Planning Board may, in its discretion, hold a public hearing in connection with any renewal request.

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SHORT-TERM RENTAL REGISTRATION FORM
Type-1, Hosted Short Term Rental

1) Name, Address, and twenty-four-hour Telephone Number of property owner/applicant:

2) Address of dwelling intended to be used as a Type-1, Hosted Short-Term Rental:

3) Number of bedrooms which will be used by Lodgers of the proposed Type-1, Hosted Short-Term Rental:

4) Number of off-road parking spaces at proposed Type-1, Hosted Short-Term Rental:

5) Enclose Payment of \$ _____ Application Fee.

6) Enclose a copy of current Dutchess County Hotel Occupancy Tax Certificate.

PLEASE TAKE NOTICE: A Short-Term Rental Certificate shall require renewal by the Zoning Administrator no later than each anniversary of such issuance. The owner(s) must request the renewal in writing from the Zoning Administrator at least 90 days prior to such anniversary. Failure to do so may result in the lapse of the Short-Term Rental Certificate. Within 30 days after receipt of a renewal request, the Zoning Administrator shall review whether the Short-Term Rental is in compliance with the terms of its Short-Term Rental Certificate. The Zoning Administrator shall have the discretion to renew, amend, or deny the renewal of the Short-Term Rental Certificate for good cause shown, which may include considerations of noise, disorderly conduct, or public safety.

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SHORT-TERM RENTAL REGISTRATION FORM - RENEWALS
Type-1, Hosted Short-Term Rental

1) Name, Address, and 24 Telephone Number of property owner/applicant:

2) Address of dwelling intended to be used as a Type-1, Hosted Short-Term Rental:

3) Have there been any changes to the previously approved Type-1, Hosted Short-Term Rental, such as changes to the number of bedrooms being offered to Lodgers, the number of off-road parking spaces available or alterations to the dwelling, in the past year?

4) If you answered yes to question 3, please describe each change:

5) Enclose payment of \$ _____ Renewal Fee.

6) Enclose a copy of current Dutchess County Hotel Occupancy Tax Certificate.

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2) Name, Address, E-mail Address and 24-hour Telephone Number of property manager, if applicable:

3) Address of dwelling intended to be used as a Type-2, Non-Hosted Short-Term Rental:

4) Have there been any changes, such as changes to the number of bedrooms being offered to Lodgers, the number of off-road parking spaces available or alterations to the dwelling, to the previously approved Type-2, Non-Hosted Short-Term Rental in the past year?

5) If you answered yes to question 4, please describe each change:

6) Attach a copy of current Dutchess County Hotel Occupancy Tax Certificate.

7) Attach proof of \$1,000,000 liability and personal injury coverage provided by the Short-Term Rental Facilitator. If the Short-Term Rental Facilitator does not provide insurance coverage, proof of the following insurance coverage must be provided:

- (a) A rider on a homeowner's policy that expressly covers Short-Term Rentals and provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured; OR

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(b) A commercial insurance policy covering short-term rentals at the permitted address that provides a minimum of \$1,000,000 liability and personal injury coverage, naming the Town of Clinton as additionally insured.

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Short-Term Rental (STR) Fees

Non-Hosted STR Special Permit	\$275
Non-Hosted STR Special Permit Renewal	\$200
Hosted STR Certificate	\$150
Hosted STR Renewal	\$100