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SHORT-TERM RENTALS (STR) RENEWAL PROCESS

Info

Short-term Rental Unit means a privately owned residential dwelling or any separable portion of such dwelling, rented for occupancy for lodging or sleeping purposes for a period of less than 30 consecutive days, counting portions of calendar days as full days. This term is not applicable to other types of visitor accommodations, health care, or institutions. This use type is regulated under the visitor accommodations use category in Article 4, Use Regulations.

What's Required

Permitted STRs **do not** have to go back through the Special Exception process to renew a permit. An application for a short-term renewal permit may be filed beginning **thirty (30) days prior** to the expiration of a current permit. STRs **must be** inspected prior to the issuance of a new permit.

The following items must be submitted to renew:

- Proof of active insurance (\$1,000,000 per occurrence)
- Copy of current City of Perry Occupational Tax Certificate
- Report of hotel occupancy taxes remitted during the past 12 months

Any changes to the following items from the current permit:

- Copy of Host Rules
- Plan for trash collection
- Plot plan of the premises identifying location of parking spaces for the STR
- Dimensioned floor plan of the STR identifying bedrooms, other living spaces, and emergency evacuation routes
- Maximum number of occupants
- Copy of written rental agreement to be executed between the owner and responsible Person
- Name and contact information for the homeowner's association, if any
- Any other changes since the last permit was issued