

Short Term Rental Permit

Date: _____



Department of Planning and Community Development
121 Thompson St. PO BOX 1600 Ashland, Virginia 23005

phone: (804) 798-1073

www.ashlandva.gov

fax: (804) 798-4892

Property Owner

Name: _____ Phone: _____

Company: _____

Address: _____

Email: _____ Fax: _____

Location Information

Address: _____

GPIN: _____ Zoning: _____

Transient Tax (Town Code Sec 6-32)

The Town of Ashland transient tax is 8% of the amount paid for lodging. Payment shall be remitted the following month on or before the 20th.

Insurance

The property owner is reminded of the importance of having appropriate levels of insurance that covers the short-term rental unit, the property owner and the guests.

Owner of Property Signature Required:

X. _____ Date: _____

If a legal representative signs for the property owner, please attach an executed power of attorney.

Completed By Staff Only

____ \$25 Short Term Rental Permit Paid Date: _____

____ Business License Current and on File

Zoning Administrator Approval _____ Date: _____

The Permit holder agrees to the following:

- If the short-term rental unit shares a common wall or a common driveway with another property owner, proof of written notification to such neighboring property owner(s) prior to filing the application is required.
- Signs, advertising, or any other display on the property indicating that the short-term rental unit is being utilized in whole or in part, as a short-term rental are prohibited.
- No recreational vehicles, buses, or trailers shall be parked on the adjoining street or visible on the property in conjunction with the rental use.
- During each stay at the short-term rental unit, a principal guest shall be designated as the contact person for town officials in the event of safety or behavioral issues at the unit. The property shall provide this information upon request to authorized town officials.
- The property owner shall not permit occupancy of a short-term rental unit for a period of less than twenty-four (24) hours.
- The name and telephone number of the property owner or the property owner's designee shall be conspicuously posted within the short-term rental unit. The property owner shall answer calls twenty-four (24) hours a day, seven (7) days a week for the duration of each short-term rental to address any problems associated with the short-term rental unit.
- Implement a minimum age for rental of 18 years
- The maximum number of adult guests who are related in a short-term rental unit shall be limited to the number of persons permitted by the Virginia Uniform Statewide Building Code and the number of unrelated persons allowed shall be limited to six (6).
- The maximum number of consecutive days for rental use to any person or entity is 29.
- A person (which includes but is not limited to a corporation or partnership) may only register and operate one (1) residential dwelling unit as a short-term rental in the town.

Safety

- The unit shall have smoke alarms and carbon monoxide detectors meeting current
- Underwriters Laboratory standards installed as follows:
 - In all sleeping areas.
 - In every room in the path of the means of egress from the sleeping area to the door leading from the sleeping unit.
 - In each story within the sleeping unit, including basements.
- Install and maintain a fire extinguisher for the unit.
- Any sleeping area must have one (1) other adequate method of egress beyond the entrance point.
- Every short-term rental shall be equipped with at least one fire extinguisher with a date that is not past its expiration date.
- Every short-term rental unit shall be thoroughly disinfected and sanitized in between
- rentals in accordance with the guidelines and recommendations published by the Virginia Department of Health and the Centers for Disease Control.

The registration shall be valid January 1st (or from whatever date the registration first occurs) through December 31st of the calendar year and shall be renewed annually. By signing this application, the property owner states that the short-term rental unit meets the requirements listed above.

Signature Required:

X. _____

Date: _____