



TOWN OF BYRON

7028 Route 237, P.O. Box 9, Byron, New York 14422

Phone: (585) 548-7123 Fax: (585) 548-2812

SHORT-TERM RENTAL PERMIT APPLICATION

TOWN OF BYRON ASSIGNED REGISTRATION # _____

LOCATION OF SHORT-TERM RENTAL PROPERTY (Street Address):

Will the Short-Term Rental Property be Hosted?

Hosted means the property owner/agent will be occupying the property when guest(s) are present. Un-hosted Short-Term Rental Properties are absent of owner/agent occupancy during the rental periods.

☐ Yes ☐ No

SHORT-TERM RENTAL PROPERTY INFORMATION:

List of websites/social media locations that the short-term rental property is listed on:

Date your short-term rental property was first operational:

Number of off-street parking spaces, including garage and driveway space:

Number of bedrooms in the dwelling:

Number of bedrooms available for rent:

Number of bathrooms in the dwelling:

Is the short-term rental property included in the Town of Byron Sewer District:

PROPERTY OWNER(S) AND OPERATOR/AGENT INFORMATION:

Property Owner Names (All persons listed on deed):

Owner Address:

Owner Phone No.:

Owner Email Address:

SHORT-TERM RENTAL PROPERTY OPERATOR/AGENT (if different from the property owner):

Operator/Agent shall be local (within 30 miles of the short-term rental property) and shall be on-call/available 24/7 to accept phone/email correspondence and available to respond to the short-term rental when the dwelling is rented.

Operator/Agent Name(s):

Operator/Agent Address:

Operator/Agent Phone No.:

Operator/Agent Email Address:

ACKNOWLEDGEMENTS/REQUIREMENTS/TERMS OF USE:

☐ I (we) agree to include the Town's Short-Term Rental Registration Number provided with the proof of registration on any written advertisements (whether in paper or electronic form) for use of the short-term rental property.

☐ The property must comply and meet all current provisions of the Town of Byron Zoning Laws and the NYS Uniform Code.

☐ The property does not presently have any code/zoning violations.

☐ The property is insured for use as a short-term rental property. Proof of insurance shall be attached to this application.

☐ All applicants and permit holders must have a rental contract to include a Good Neighbor Statement as set forth in the Town of Byron Local Law No. 1 of 2026.

- ☐ I (we) agree that someone will be available 24/7 to accept phone calls and be able to respond physically within 40 minutes when the short-term rental property is rented.
- ☐ I (we) agree that this short-term rental property will follow all Terms of Use requirements as set forth herein and as stated in the Town of Byron Local Law No. 1 of 2026.
- ☐ Included with this application is a non-refundable fee for \$150.00
- ☐ The Short-Term Rental Permit shall be valid for one year from the date of approval and must be renewed 90 days prior to the expiration of the current permit if the premises are to continue to operate as a short-term rental property.
- ☐ The short-term rental permit is not transferable to a new title owner or designee. The new title owner of the premises or designee subject to a short-term rental permit must file a new permit application with the Town of Byron and register with Genesee County.
- ☐ All persons applying as designated agents must submit a written designation, validly notarized, and acceptable as lawful in New York State.
- ☐ The house number shall be located both at the road and on the dwelling unit so that the house number is clearly visible from both the road and the driveway.
- ☐ I (we) agree to include with this application an accurate suitable floor plan diagram for each level of the dwelling that can be occupied, measuring at least 8.5" x 11", drawn to scale and certified by the applicant. The floor plan does not need to be prepared by a professional but must include the following: 1. Location of buildings and required parking. 2. Basement: location of house utilities and all rooms including bedrooms, windows, exits and any heating/cooling units. 3. First floor: all rooms including bedrooms, windows, exits and any heating/cooling units. 4. Second floor: all rooms including bedrooms, windows, exits and any heating/cooling units. 5. Attic (if present): all rooms including bedrooms, windows, exits and any heating/cooling units.
- ☐ The maximum occupancy within the short-term rental property is limited to two (2) persons per bedroom. The maximum occupancy shall not exceed 12 people, including permanent residents and renters.
- ☐ The short-term rental property owner and operator are jointly responsible for ensuring the short-term rental property complies with all Local, State and Federal Laws and health and safety requirements, including those listed in the Town of Byron Local Law No. 1 of 2026 as set out under Short-Term Rental Standards regarding smoke and carbon monoxide testers.
- ☐ Evacuation procedures must be posted in each sleeping room to be followed in the event of a fire or smoke condition or upon activation of a fire or smoke-detecting or other alarm device.
- ☐ Provisions shall be made for weekly garbage removal during rental periods.
- ☐ I (we) agree to allow the Code Enforcement Officer and/or Sewer Operator to enter onto our property to inspect the property to ensure compliance with all requirements and standards contained within the Town of Byron Local Law No. 1 of 2026, and the NYS Uniform Code.
- ☐ Parking for the short-term rental shall utilize the onsite parking (garage and driveway) as provided for by the property design and layout as submitted with this application. Street parking is prohibited for short-term rentals. No oversized vehicles shall be parked on the property associated with the short-term rental and there shall be no parking in landscaped areas or on the roadside.
- ☐ I (we) certify that we have never had a short-term rental property permit revoked within the previous year.
- ☐ All short-term rental properties shall not be rented for the purpose of holding special events such as weddings, conferences, parties, etc.
- ☐ All short-term rentals shall be within a habitable dwelling. No sheds, tents, RVs or camping shall be allowed as a short-term rental, or present on the property for rental at any time.
- ☐ The short-term rental property owner/operator is responsible for ensuring the short-term rental property complies with all Town of Byron regulations including noise nuisances, open burning, property maintenance, garbage disposal, and occupancy.

☐ Signage shall comply with the Town of Byron code/zoning requirements and be approved by the Code Enforcement Officer prior to installment.
☐ I (we) certify that the short-term rental property is registered with the Genesee County Treasurer's Office and proof of registration and payment of all Genesee County Bed Tax requirements is attached.
☐ The owner/operator/agent shall be responsible for providing the renter with copies of these Terms of Use and any additional house rules. Said owners shall actively enforce to ensure compliance with said standards.
☐ Any modifications, improvements, and conversions within the dwelling unit shall comply with the currently adopted NYS Uniform Building Code and is subject to the Building Permit process.
☐ If the short-term rental property is located within the Town of Byron Sewer District, the Town of Byron reserves the right to adjust the sewer rate per unit charge. The determination may require a visual inspection of the premises by the Code Enforcement Officer and or Sewer Operator. Owner must comply and show proof of required pumping as per the Town of Byron Local Law No. 1 of 2026 as set out under Short-Term Rental Standards Section (13).
☐ If the short-term rental property is located within the Town of Byron Sewer District, once a permit is issued, the septic system must be pumped out at least every other year from the year the initial permit is granted. These pump outs shall not be at the Town's expense, but lie solely with the owner. In the event the frequency of a pump out in an alternate year aligns with the sewer districts' four year district-wide pump out, then that pump out by the Town will be done at no cost to owner.
☐ If the short-term rental property is not located within the Town of Byron Sewer District, the septic system at the property must meet all County requirements and have been pumped within the last four years.
☐ The owner of the short-term rental property agrees to prominently display all information pertinent to the short-term rental property occupancy limit, maximum parking, contact form, etc. inside and near the front entrance of the short-term rental.
☐ Owner will supply proof of payment of the past three (3) years of Town/County and School taxes.
☐ It is the responsibility of the owner/operator to review the Town of Byron Local Law No. 1 of 2026 and to familiarize themselves with the section titled Short-Term Rental Standards.

I (we) certify under penalty of perjury that the above information is true and correct. I (we) understand and agree to abide by the Town of Byron Local Laws and the Terms of Use established herein. I (we) agree to immediately report to the Code/Zoning Officer for the Town of Byron if my rental property is discontinued and/or any changes in owner/operator/agent contact information occurs.

I (we) agree to hold harmless, indemnify and defend the Town of Byron against any claims and litigation arising from or related to the issuance of the Short-Term Rental Property's registration.

*The signatures of all title owners are required in order for application to be valid.

_____ Owner Signature	_____ Print Name	_____ Date
--------------------------	---------------------	---------------

_____ Owner Signature	_____ Print Name	_____ Date
--------------------------	---------------------	---------------

_____ Operator/Agent Signature	_____ Print Name	_____ Date
-----------------------------------	---------------------	---------------

State of New York)
County of Genesee) ss.:

Sworn to before me this
____ day of _____, 20 ____.

Notary Public