



Village of Watkins Glen

Short-Term Rental (Renewal applications only)

Rental Property Address: _____

Property Owner: _____

Tax Map Number: _____ Zoning District: _____

30 Minute Local Contact Name: (Subsection 23.17.F) _____

Address: _____ Phone: _____

_____ Email: _____

PERMIT APPLICATION REQUIREMENTS (Must be submitted with renewal application):

1. Application renewal fee of \$500.
2. Evidence of Property Insurance indicating the premises is rated as a short-term rental.
3. Certificate of Liability Insurance.
4. Rental contract defining your policies, showing max occupancy, max on-site parking & good neighbor statement. (Subsection 23.17.N.) **Unless same as original application.**

For Code Officer Used Only

- ☐ Completed property safety inspection.
- ☐ Confirm required sign is posted and visible from the Street.

Office use: Received by

Date/Time

Village of Watkins Glen

Statement Of Compliance with Short-term Rental Standards

- A. Provisions shall be made for weekly garbage and/or recycling removal. Garbage and recycling containers shall be secured with tight-fitting covers at all times to prevent leakage, spilling or odors, and placed where they are not visible from the street or road except around pick-up time. (24 hours the day before or after scheduled pick-up).
- B. The property shall not be rented out solely for the purposes of hosting events, weddings, parties, or other large gatherings.
- C. The use of outdoor speakers or other audio amplification devices shall not be permitted after 10:00PM EST.
- D. There shall be no change in the outside appearance of the building or premises that alters or detracts from the residential character of the structure, where applicable, or the overall character of the neighborhood.
- E. Emergency evacuation procedures must be posted in each sleeping room.
- F. An ABC Fire extinguisher shall be provided on each floor and in the kitchen. Fire extinguishers shall be inspected monthly by the permit holders.
- G. Exterior doors shall be operational and all passageways to exterior doors shall be clear and unobstructed.
- H. The Certificate of Authority to Collect Occupancy Tax must be posted in the home by the front door.
- I. Good Neighbor Statement, to be provided to all renters, that acknowledges:
 - 1. The STR is in a residential area in the Village and renters should be conscious of the residents in neighboring homes;
 - 2. Renters must comply with the Noise Ordinance of the Village of Watkins Glen of as set forth in Local Law #1 of 2014;
 - 3. Renters will be subject to New York Penal Law or any successor statute;
 - 4. Littering is illegal;
 - 5. Indoor and/or outdoor fires must be attended at all times.
- J. The permit holder shall provide a copy of the permit to the owners of all properties adjacent to the STR property. A statement of compliance with this provision, identifying the owners served, their addresses, and the method of service (e.g., mail, personal delivery), shall be provided to the Village Clerk.
- K. A sign must be displayed on the front exterior of the building to indicate its use as a STR. The current permit and certificate of occupancy shall also be prominently displayed inside and near the front entrance of the STR.
- L. The permit holder must conspicuously display the permit number in all advertisements for the applicable STR.

I, the undersigned, agree to comply with the STR standards as listed above, including a commitment to continue to comply, throughout the term of my short-term rental special use permit.

Signed _____ Date _____

Print Name _____