

**STAMBAUGH TOWNSHIP
SHORT-TERM RENTAL APPLICATION**

Please note that Short-Term Rentals are valid for 1-year and must be renewed each year.
Open enrollment begins January 1 of each year. License expires April 30 of each year.
License fee is \$250.

OWNER INFORMATION:

Name: _____ (This is the Primary Contact Person)

DBA (if applicable): _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email: _____

RENTAL UNIT INFORMATION:

Address of Property: _____

Parcel Identification Number: _____

Number of Approved Bedrooms: _____ See Section 5 (3) Septic Tank size _____ Gallons

Attach a copy of proof of the properties septic tank size which may be obtained from the Health Department or by a licensed Septic Inspector.

Number of Off-Street Parking Spaces provided for the dwelling unit: _____

Maximum number of occupants (based on 2-occupants per approved bedroom plus 2-additional occupants)

Children under the age of 6 are not included in the count

Applications can be sent to: Attention Jill Walsh-STR Coordinator, PO BOX 545 Caspian, MI 49915 or via email to stcor@stambaughtownship.org

If you have any questions or concern please contact the Short-Term Rental Coordinator, Jill Walsh at stcor@stambaughtownship.org or 906-284-2139.

LOCAL AGENT INFORMATION (If different from Applicant):

Name: _____ (This is the Primary Contact person for Guests)

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Local Agent **MUST** be available and able to be contacted via phone number provided 24 hours of each day.
Local Agent information will be provided to adjacent neighbors within 300 feet.

I have read and understand the Stambaugh Township Short-Term Rental Ordinance. I understand that any falsification, misrepresentation or omission of facts on this application may cause for refusal or revocation of Short-Term Rental License.

Signed _____ Property Owner

Date: _____

Internal Notes:

Approved :

Date: _____

Signed: _____ Stambaugh Township

Short-Term Rental Registration Affidavit

Please read through and initial by Owner of the short-term rental property

_____ Notify neighbors within 300 feet of both sides and provide local agent information to them.

_____ The dwelling unit shall be limited to one single, short-term rental contract at a time.

_____ The maximum number of persons residing in the short-term rental shall not exceed the facilities approved allowable occupants per the ordinance.

_____ The use of campers, recreational vehicles, tents, or other temporary dwellings to provide additional occupancy on the premises is not permitted.

_____ All short-term rentals shall have a designated Local Agent residing within 30 minutes of the Dwelling Unit used as a Short-Term Rental.

_____ The short-term rental shall not be used for Special Events, such as weddings, outdoor parties, or similar events that exceed the maximum number of occupants allowed. Does not apply to property owner.

_____ Motor vehicles, boats and trailers shall be parked on the Short-Term Rental property and not parked on any public or private road or adjacent right-of-way.

_____ All dwellings and dwelling units available for short-term rental are subject to the requirements of the Township Ordinances, including without limitation the Township’s Zoning Ordinance. In the event of a conflict between this Ordinance and any other Ordinance, the stricter regulation shall apply.

_____ All short-term rentals shall have all the Required Postings that are mandated by the Stambaugh Township Short-Term Rental Ordinance.

_____ All short-term rental properties must submit an annual registration and license renewal form to Stambaugh Township.

Signature

Date

_____ **Owner verifies that all building and safety codes along with all other safety polices meet the local, county, state and federal requirements and guidelines.**

Signature

Date