

8.28 SHORT TERM RENTALS (STRs):

- A. PURPOSE:** To permit the use of a furnished single-family home or duplex dwelling or accessory apartment in a residential district, or in a legally existing single-family or duplex residence or accessory apartment in a non-residential district, as a short-term and/or vacation rental, in accordance with the requirements of these regulations.
- B. GENERAL REQUIREMENTS:** In addition to compliance with the Special Permit Standards in §7.4, the following requirements must be satisfied:
- (1) An STR may be (a) within a single-family or duplex dwelling, or (b) within a permitted accessory apartment located within the single-family dwelling or on the same parcel as a single-family dwelling.
 - (2) Apartment and condominiums in multifamily dwellings, shall not be used as STRs
 - (3) The applicant must be current on all municipal taxes at the time of application, and for the duration of time the dwelling is utilized as an STR
 - (4) The proposed STR shall not have Zoning, Building, Fire or Health Code violations, and shall not be blighted under Town's Blight Ordinance.
 - (5) The STR shall not constitute or create a risk to public health, safety, convenience or general welfare.
 - (6) STR occupancy is limited to two adult guests per bedroom, where the number of bedrooms is the number shown on the STR's property card (in the tax assessor's office).
 - (7) Unaccompanied minors are not permitted in an STR.
 - (8) Advertising for an STR shall include, but not be limited to, the number of permitted adult guests, number of bedrooms for use by STR guests, a limit on guest's vehicles, a statement that guest parking is off-street, a prohibition on creating a nuisance, and pet rules
 - (9) An STR use must (a) be essentially invisible to the neighborhood; (b) not create a nuisance (i.e., noise, odors, trespass, lighting, etc.); (c) not be detrimental to the aesthetic quality of the residence or its neighborhood; and (d) not interfere with the quality of life in the neighborhood.
 - (10) Non-lodging uses by STR guests (e.g., weddings, receptions, banquets, corporate retreats) are prohibited
 - (11) There shall be no signage, lighting, or other indication the dwelling is used as an STR.
 - (12) The Host, or designated representative, is responsible for the conduct of their guests.
 - (13) The Host, or designated representative, must be available to respond within two (2) hours to complaints regarding the use of the STR by guests. Host's, or designated representative's, contact information (their name, address, phone number, and email address) shall be made available to Town authorities and Zoning officials.

- (14) A duplex dwelling, single-family dwelling or its accessory apartment which is serviced by a shared driveway can be used as an STR, only after written consent is obtained from all owners of the property serviced by such shared driveway. Proof of property owners' consent must be submitted with the Special Permit application.

STR owners shall ensure that the driveway is well maintained, and they shall also assume the cost of upkeep and repairs associated with wear and tear which is a direct result of increased traffic of STR guests or any other damages which may occur while the property is being used as an STR.

In the event that, any or all owners of properties serviced by a shared driveway have any concerns related to the use of such driveway by STR guests, those owners have the right to take matter to the Land Use department for resolution.

- (15) A dwelling used as an STR without a special permit is prohibited.
- (16) Dwelling shall be equipped with exterior video surveillance (e.g., CCTV), capable of real-time monitoring, and video and sound remote recording. STR guests shall be made aware of the active recording on the premise, and that, upon request, access to such recordings can be granted to authorities for the purpose of investigating potential guests' disruptive behavior.

STR owners must also offer to owners of immediate adjoining properties, at least one surveillance device, similar or equivalent the ones installed at their property for those property owners to enhance the surveillance ratio of the area. Evidence of delivery of surveillance device should be submitted with Special Permit application.

Note: Shall the owners of adjoining properties decline receiving the device, the requirement for evidence of delivery of the device(s) is not needed.

- (17) The STR property owner shall maintain an up-to-date certificate of insurance documenting that the dwelling unit is insured as an STR. A copy shall be provided to the Land Use Office annually.
- (18) All dwellings used as STRs shall be required to have an annual inspection of smoke detectors and/or carbon monoxide detectors by the Fire Marshal.
- (19) All dwellings used as STRs shall be required to have a home inspection performed by a licensed home inspector, which has taken place less than 12 months in past. A copy of the inspection report shall be submitted with the Special Permit application, along with documentation proving that any safety issues identified during inspection have been remedied.
- (20) STR owner shall obtain a Certificate of Occupancy issued by the Town's Building Official and submit it with the Special Permit application.
- (21) A maximum of 1.0% of all residential units in the Town of Ledyard shall be used as STRs in any given calendar year.

C. APPLICATION SUBMITTAL REQUIREMENTS:

- (1) A copy of the LLHD approval of proposed STR. (An application for an STR constitutes a proposed Change of Use that requires LLHD approval)
- (2) A copy of the applicant's photo ID or Driver's License.
- (3) A copy of the property card to confirm ownership.
- (4) A site plan of the property. Pursuant to §6.2.H-(2), the site plan does not require a new signed a sealed A-2 survey, but must satisfy site plan requirements listed in §6.6.A; §6.6.B-(1)-(a),-(c) [proposed use description, -(e), -(f), -(g), -(m); §6.6.B-(2)-(b) [location and building footprint, including decks, overhangs, pools, gazebos, tennis courts, fences, fire pits, etc.], -(g), -(h), -(j); and §6.6.B-(3)-(b) [location of parking spaces and driveway), and -(e) [surface treatment of parking areas].
- (5) An Informational Packet must be provided to guests and shall be posted in a common area of the STR, displaying the requirements of these regulations, including but not limited to:
 - Information of Maximum occupancy
 - Applicable noise and use restrictions
 - Location of off-street parking and maximum number of vehicles allowed. This shall also indicate that on-street parking by guests is strictly prohibited
 - Direction that trash shall not be store in public view, except within proper containers for the purpose of collection. Trash collection schedule shall be included.
 - Host's, or authorized representative's, contact information
 - Emergency contact information, including but not limited to, Ledyard Police Department and Fire department address, directions from the property and phone numbers; directions to nearest medical facilities (i.e., hospitals and urgent care centers)
 - The guests' prohibition about trespassing on private property and creating disturbances
 - Information about guests' responsibility to comply with these regulations

D. PARKING:

- (1) Suitable off-street parking space(s) for all guest vehicles shall be provided.
- (2) On-street parking, and parking on non-designated spaces, is prohibited.
- (3) Covered parking (garages & carports) may be used for STR guest parking.
- (4) All parking spaces shall have an all-weather surface.

E. LIGHTING:

Exterior permanent and temporary site lighting shall comply with applicable Zoning Regulations and be of a design that does not illuminate or create glare on nearby properties.

F. REFUSE AND RECYCLING:

All garbage and recyclables shall be fully contained within the standard durable, insect-proof, and rodent-proof wheeled containers provided by the Town's refuse service provider.

G. CHANGE OF OWNERSHIP:

In the event ownership of a dwelling being used as an STR is transferred, if the intent is to continue the use, the new owner(s) must re-apply for a new Special Permit.

H. ENFORCEMENT:

- (1) The Town Building and/or Zoning Officials may inspect an STR with 24-hour notice to determine compliance with these regulations.
- (2) These regulations may be enforced pursuant to §15.1-A and §15.2-A of the Zoning Regulations, and Town Ordinance #300-009 (Zoning Citations)
- (3) The Planning and Zoning Commission may revoke an STR Special Permit, after a public hearing, for failure to comply with these regulations.

I. Exceptions:

All STRs that are currently permitted under Ordinance #300-030 shall be governed by that Ordinance until such time as their permit expires. At that time, a Special Permit shall be required in conformance with the STR Regulations herein to continue the STR use.