

# TOWN OF VARICK | 4782 Rt. 96. Romulus, NY 14541

- Application
- \$500 Fee to Town of Varick
- Copy of Septic Certification (if applicable)
- Current Property Deed
- Site Plan Review

## APPLICATION FOR SHORT TERM RENTAL (STR)

*Initial application fee for processing and inspection is \$500. Renewals (if approved) are \$250 per year.*

*Renewals are not guaranteed*

RENTAL PROPERTY ADDRESS: \_\_\_\_\_

TAX MAP NUMBER: \_\_\_\_\_

Property Owners' Name(s): \_\_\_\_\_

Property Owners' Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

PROPERTY MANAGEMENT COMPANY (IF APPLICABLE): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### 24-HOUR CONTACT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

### NAMES & COMPLETE ADDRESSES OF NEIGHBORING PROPERTY OWNERS WITHIN 500 FT

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### RENTAL INFORMATION

Number of Bedrooms: \_\_\_\_\_ Maximum Number of Guests: \_\_\_\_\_

Number of Full Bathrooms: \_\_\_\_\_ Number of ½ Bathrooms: \_\_\_\_\_

Number of Parking spaces: \_\_\_\_\_ *A space measuring 15 feet by 25 feet for the parking of one vehicle is one parking space*

Water Supply (circle one)      Public      Private (well)

Waste Water (circle one)      Public Sewer      Septic      Holding Tank

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**(We) hereby agree that the Short Term Rental (STR) unit will have and maintain (please initial in presence of notary)**

- Code compliant egress from all habitable spaces and bedrooms
- Functioning and up to date Smoke and Carbon Monoxide Alarms as required by Seneca County
- An accessible/visible fire extinguisher in the kitchen
- Egress doors and passageways which are operational and clear of obstruction
- Serviceable electrical systems with no visual defects and free from unsafe conditions
- Furnaces and/or fuel burning appliances properly installed and adequately vented
- No open building permits
- No existing Zoning or Building Code violations
- Refuse/trash properly disposed of within approved and adequate containers
- Adequate Town of Varick compliant off-street parking for the STR
- Functioning sewer or septic system sized properly for the number of bedrooms and guests

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The undersigned represents and agrees as a condition to the issuance of this STR permit that the STR will be operated in accordance with the Town Zoning Law, the New York State Uniform Fire Prevention and Building Code, and any plans and specification annexed hereto. Violation of the above code can result in fines or jail.

OWNER'S NAME: \_\_\_\_\_

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

CO-OWNER'S NAME: \_\_\_\_\_

CO-OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PERMIT WILL NOT BE ISSUED WITHOUT PROPERTY OWNERS' SIGNATURE(s)**

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***For Notary:***

State of \_\_\_\_\_ County of \_\_\_\_\_ the foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20, \_\_\_\_\_. By \_\_\_\_\_ Notary Public, My commission expires \_\_\_\_\_.

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**TO BE COMPLETED BY VARICK PLANNING BOARD :**

PERMIT APPLICATION APPROVED?      YES      NO

CODE ENFORCEMENT OFFICER: \_\_\_\_\_ DATE: \_\_\_\_\_

DATE PERMIT ISSUED: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_

DATE FEE PAID: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_