



RENTAL LICENSE APPLICATION
SHORT-TERM ADDENDUM

A short-term rental is defined as a maximum occupancy of twenty-eight (28) consecutive days or less. If you will be renting your single-family dwelling on a short-term basis, you will be required to submit this Addendum with your Rental License Application.

Please print this sheet and read through the general information pertaining to your application for a short-term rental license. Please sign the form at the bottom of the page acknowledging the requirements, and submit it with your completed application. Keep a copy for your records.

GENERAL INFORMATION

- Any dwelling unit or portion thereof that is offered as short-term rentals shall be limited to a single rental contract for any overnight period regardless of the number of sleeping rooms available.
- The occupancy of the dwelling unit and/or bedrooms available for rent shall be based on the definition of a “bedroom” per the Worcester County Zoning Code, and the calculation provided in §ZS 1-351 Short-term rentals. A formal determination of the maximum permitted occupancy shall be made by the Department and will be reflected on the issued rental license. All rental or lease agreements shall reflect this maximum permitted occupancy.
- Every dwelling unit is required to provide two 10’ wide by 20’ long parking spaces that are fully accessible; stacking of vehicles shall not count towards the provisions for a parking space. If a building permit for the dwelling unit was submitted to the Department on or after January 1, 2020, an additional parking space shall be provided, for a total of three (3) parking spaces on the subject property. Street parking does not count towards the required parking.
- The property owner shall maintain a record of the names of all lodgers, including their mailing address, phone number and email address as applicable, as well as the dates of lodging. Such record shall be provided to the County upon request.
- The hosting of functions and events of persons other than the authorized lodgers shall be prohibited in association with any short-term rentals, regardless of whether or not any form of compensation or barter has been paid or received.
- No modifications shall be made which shall change the functionality, appearance or principal design of the structure as an individual dwelling unit.

Signature of Property Owner: _____ Date: _____

Subject Property Address: _____