

Local Law No. 2 of the year 2020

Be it enacted by the Town Board of the Town of Chatham as follows:

- I. Purpose: The Town Board finds that it is in the interest of public health, safety and welfare to regulate through a permitting process the use of short-term rental lodging facilities occurring within the Town through the enactment of the following Local Law.
- II. Definitions: Below are definitions of terms utilized in this local law, as needed. If any definition herein shall be inconsistent with any other section of the Town Code and /or Zoning Law, the definition herein shall control.

**Definitions:**

**Good Neighbor Statement** – a Good Neighbor Statement is a leaflet that shall contain pertinent information that will help STR Visitors understand the house and property they are renting, the neighborhood they are in and relevant sections of the Chatham Town Code. Such a leaflet should include such things as the boundaries of the property, and reference to the Town Code on subjects such as noise, trash and parking.

**Lodging Facility:** Any hotel, motel, inn, bed and breakfast, dwelling, dwelling unit or other establishment providing sleeping accommodations to visitors for compensation.

**Short-Term Rental (STR):** The rental of a dwelling, dwelling unit or other establishment to a Visitor for less than thirty days. This definition specifically excludes hotels, motels, bed and breakfasts and inns.

**Short-Term Rental Local Contact Person:** A Person that is the second contact for Short-Term Rental issues. This person must live within twenty (20) miles of the Rental he/she represents.

**Visitor:** A person visiting or residing in the Town of Chatham for less than thirty days.

**Short-Term Rental Regulations:**

**A.** No real property within the Town of Chatham shall be used or rented as a Short-Term Rental without an annual Permit issued by the Town of Chatham Code Enforcement Officer. Such Permit shall include, but is not limited to, the property owner's name, address, phone number, email address and contact person's information and the following:

1. Permit fee of \$100.00 annually.

2. Permits issued for Short-Term Rentals shall be non-transferable and shall immediately expire upon any change of ownership of the premises. Any new owners must obtain a new permit prior to any rentals.
3. Short-Term Rentals **located outside of the Hamlet (H-1 and H-2) zones** shall have a base occupancy allowance of up to 8 visitors unless there are more than four bedrooms. For each additional bedroom up to three, there may be 2 additional visitors per bedroom. **Short Term Rentals located within the Hamlet (H-1 and H-2) zones shall have a base occupancy of no more than 6 visitors.**
4. A depiction of the allowed parking on the premises.
5. Short Term Rentals shall be allowed in all zoning Districts of the Town as defined in the Town of Chatham Zoning Law subject to the provisions of this local law.
6. Every owner of a Short-Term Rental shall register for a permit within 120 days of the passage of this Short -Term Rental law and renew such permit no later than January 31 of each succeeding year.
7. **Short -Term Rentals located outside of the Hamlet (H-1 and H-2) zones** shall be limited to two (2) STR's per property, with only one STR unit permitted per structure. **STR's located within the Hamlet (H-1 and H-2) zones shall be limited to one (1) STR per property, with only one STR unit per structure.**

**B.** In the event of an occurrence which requires intervention by the Town Code Enforcement Officer or other official charged with enforcement of local laws within the Town, the owner of the Short-Term Rental shall receive the first contact, not the contact person. The owner is responsible for responding to any complaint or occurrence requiring action involving an STR in a timely manner. The owner is responsible for responding to the service of any legal process and all other notices. If the owner is not available or not able to take the required action in the appropriate time, the local contact person will then be contacted. The Owner may designate the local contact as the initial point of contact by written notification to the Town Code Enforcement Officer.

**C.** All Short-Term Rental Owners must maintain a local contact person. The owner shall provide to the Town, at the time of Permit application and thereafter as necessary, current contact information for the local contact person, including the name, address, phone number, and email address. It shall be the responsibility of the owner to ensure that the Town always has the most current contact information for the designated local contact person.

1. The local contact person shall be available for the purpose of responding to complaints regarding the condition, operation, or conduct of occupants of the Short-Term Rental when the owner cannot be reached. The local contact person must respond promptly to any such complaints.

2. The local contact person must reside within twenty (20) miles of the Short-Term Rental.

**D.** Noise shall not exceed the limits prescribed in the Town Code.

**E.** Off-Street Parking shall be in accordance with the Town Code and as specifically delineated in the Permit application and Permit.

**F.** All Short-Term Rentals shall comply with the following fire and safety recommendations as applicable.

1. Smoke and carbon monoxide detectors must be installed and operational.

2. Short-Term Rentals must have a 911 emergency number visible from the street.

3. Short-Term Rental owners shall provide visitors with emergency lights, an evacuation plan with marked exits and a list of emergency numbers.

**G.** A copy of the Permit and the owner's contact information shall be displayed in all STR's.

**H.** A "Good Neighbor Statement shall be provided to each Visitor. The STR owner, contact person or representative shall review this statement with Visitors to avoid trespassing on private property and possible violations to the Town Code such as, noise, parking and littering.

**I. Fines or penalties.**

When applicable, fines and penalties shall be imposed by the Town in accordance with those set forth in the Town Code and applicable State or Federal laws. Failure to comply with the Town Code may result in the forfeiture of the STR Permit. Failure to provide current contact information for the owner or the local contact person, or the provision of inaccurate information on the permit application may result in the forfeiture of the STR permit.

**J. Severability**

If any clause, sentence, paragraph, word, section or part of this law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such

judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, word, section or part thereof, directly involved in the controversy in which said judgment shall have been rendered.

**K. Effective Date.**

This local law shall take effect immediately upon filing with the Secretary of State's office.