



Planning Department

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Short-Term Rental Registration Application

You must submit a separate registration form for **each** parcel

Pursuant to Short-Term Rentals, Section 912 of the Town of Dryden Zoning Law, the owner of each residence or a portion of a residence that is rented to the same natural person or family for fewer than thirty (30) consecutive days shall complete this form and register the residence with the Planning Department as a “Short-Term Rental”. A copy of the Short-Term Rental Law is attached.

Within thirty (30) days of a change in the information provided below, the owner shall complete and submit a new registration form for each residence affected by the change. In the instance of a transfer of ownership of the property, the seller of the property shall give notice in writing to the Planning Department within two (2) business days after closing. This notice shall include the name and address of the buyer. The buyer of the property shall complete and submit a new registration form for each residence within ten (10) business days after closing.

Post Office Boxes shall not be accepted as an owner’s or agent’s physical address. There is space provided below for the mailing address. The building intended to be registered shall not be utilized as the owner’s or agent’s address unless it is the principal place of business or residence of the owner or agent.

Please be advised, in addition to any other remedies available under the law, any owner of a property which contains a short-term rental who fails to comply with the requirements of the attached Short-Term Rental Law, must apply for and obtain a Rental Permit pursuant to the Town of Dryden Zoning Law or may be subject to a shut down notice. Furthermore, the owner shall also be subject to the penalties set forth in the Town of Dryden Zoning Law. Repeated complaints will be grounds for revocation or non-renewal of permit.

Office Use Only		Address:	
Date Application Received:		Parcel ID #:	
Site Plan:		Inspection Date:	
House Plan:		Inspection By:	
Date Fee paid:		Rental Permit Number:	
Fee paid:		Permit Expires:	

Required Owner Information

1. Date: _____
2. Address of Short-Term Rental: _____
3. Type of Application: New Change in Property, Property Owner or Agent Renewal
4. Property Owner: _____
 Type of Owner:
 Individual Partnership Limited Liability Partnership
 Association Corporation Limited Liability Company
 Other: _____

5. Property Owner Physical Address: _____ **NO PO BOXES**
 City/State/Zip: _____
 Email Address: _____
 Home Phone: _____ Work Phone: _____
 Cell Phone: _____
 Mailing Address: _____

If the person offering the STR leases rather than owns the property, provide lessee contact information.

Provide a local agent/contact for when you are unavailable.

Agent/Local Contact Name(s): _____
 Address: _____
 City/State/Zip: _____
 Email Address: _____

 Home Phone: _____ Work Phone: _____
 Cell Phone: _____

Rental Property Information

1. Number of bedrooms in "Short Term Rental": _____(provide house plan indicating the bedrooms)
2. Is the "Short Term Rental" contained within or adjacent (circle one) to the primary residence of the property owner: _____
3. Is there a basement or cellar? If yes, is there habitable space? _____
4. Is there an attic? _____ If yes, is there habitable space? _____
5. Number of off-street parking spaces available? _____(provide site plan showing parking)
6. Indicate the method of garbage disposal: _____
7. Indicate the manner in which lawn maintenance, snow removal and repairs to the unit will be maintained: _____

Certification

Applicant: I certify that the information supplied on this application is complete and accurate. I have read and familiarized myself with the contents of this application (and the attached Short-Term Rental Law) and do hereby consent to its submission and processing.

Date: _____

Signature

Print name

§ 270-9.13 **Short-term rentals.**

[Added 11-19-2020 by L.L. No. 4-2020]

A.

Use of a dwelling unit or a portion of a dwelling unit for short-term rental is permitted only when the residence containing the dwelling unit is contained in or adjacent to the primary residence of the property owner and only as an accessory use.

B.

Short-term rental of a residence or a portion of a residence, meeting all of the following requirements:

(1)

Compliance with all federal, state, county, and local laws, codes, rules and regulations, including but not limited to the New York State Uniform Fire Prevention and Building Code.¹¹

[1]

Editor's Note: See Ch. 118, Building Code Administration and Enforcement.

(2)

Permitted short-term rental types.

(a)

Rental of a residence or a portion of the residence, such as a secondary self-contained accessory apartment or a room contained in a residence, for a maximum of 30 days total in any calendar year where the owner is not present in the residence, provided that the owner of the residence or his/her agent is available locally in order to respond in a timely manner to complaints regarding the condition of the residence or the property at which the residence is located or regarding the conduct of occupants of the residence.

(b)

Rental of a secondary self-contained accessory apartment, provided that the owner of the residence is present in the residence during the term of the rental.

(c)

Rental of a room, or portion contained in a residence, provided that the owner of the residence is present in the residence during the term of the rental.

(3)

A short-term rental may not be used by a total that exceeds two adults per bedroom.

C.

Short-term rental registration permit.

(1)

Prior to use of a residence or any part thereof for short-term rental, the owner of the owner of the residence must obtain a registration permit from the Town.

(2)

The owner shall complete a registration form and submit it with a biannual registration permit fee of \$90. The registration permit must be renewed every two years.

(3)

Advertising of a property for short-term rental is prohibited absent a valid registration permit.

D.

Presumption. In a court action or proceeding involving an alleged violation of this section, the publication in an advertising medium, including but not limited to print newspaper, an online forum such as Craigslist or a social media publication, shall be deemed to create a rebuttable presumption that the owner of the property rented the property out as advertised.