



Woods Cross City

Community Development Department

1555 South 800 West Woods Cross, Utah 84087

Phone: 801-292-4421 Fax: 801-292-2225

**CONDITIONAL USE PERMIT APPLICATION
SHORT TERM RENTAL
Fee \$75**

A Short-term Rental is defined in the Woods Cross City Zoning Ordinance as “Any approved dwelling or portion thereof that is available for use or is used for accommodations or lodging of guests paying a fee or other compensation for a period of at least one 24-hour day and less than 30 consecutive days; a Short-term rental shall not contain more than four bedrooms.

The following documentation must accompany this application:

1. Site plan drawing demonstrating that all requirements are met. Show location of all buildings, property lines, distances from property lines to all buildings, location of all parking stalls, utility meters, and entrances.
2. Floor plan drawing: Label all rooms and show locations of smoke alarms and fire extinguishers entrances and exits including size of bedroom windows. Include total square feet of short-term rental area.
3. If this application is made by any person other than the owner of the property, or if the property is not owner-occupied or owner-managed, the application shall be accompanied by a signed document demonstrating the owner’s permission to use the premises as a Short-term Rental, identifying the Responsible Party, and providing all details about the identity and business operations of the Responsible Party as may be required in the application.

(Please Print)

Address of property to used as a Short-term Rental _____

Property Owner’s Name _____

Contact Phone _____ Email _____

Address _____

Responsible Party Name (if other than property owner) _____

Contact Phone _____ Email _____

Address _____

Operating Regulations:

1. **Reports & Taxes:** The responsible party shall comply with all reporting requirements incident to the use as a Short-term Rental property, and shall collect and remit all sales, resort, and transient room taxes to the State Tax Commission.
2. **Noise, Nuisances and adverse Effects of Use:** The responsible party shall regulate the occupancy of the Short-term Rental and ensure that:
 - a. Occupants and their pets do not create noise or other conditions that by reason of time, nature, intensity or duration are out of character with noise and conditions customarily experienced in the surrounding neighborhood;
 - b. Occupants do not disturb the peace of surrounding residents by engaging in outside recreational activities or other activities that adversely affect nearby properties before 7:00 a.m. or after ten o'clock p.m.;
 - c. Occupants and their pets do not interfere with the privacy of nearby residents or trespass onto nearby properties.;
 - d. The premises, responsible party and all occupants strictly comply with Utah Administrative Code Rule R392-502, Public Lodging Facility Sanitation.
3. **Parking:** On-street parking is prohibited. An off-street parking stall shall be provided for each vehicle, including trailers, an Occupant brings to the premises of the Short-term Rental. The number of occupants' vehicles shall not exceed the number of bedrooms available in the Short-term Rental. Short-term rentals shall not contain more than four bedrooms. Vehicles parked at the Short-term Rental shall not impede clear site distances, create a nuisance or hazard, violate any City laws or winter-restricted parking requirement, or infringe on the property rights of any adjacent or nearby property. Parking of vehicles shall be entirely within a garage or carport, or upon a driveway or other approved paved surface. Parking is prohibited within any landscape area.
4. **Camping equipment facilities, and other temporary facilities.** All Short-term Rentals shall be conducted entirely within an approved residential dwelling unit. Occupied camp trailers, travel trailers, recreational vehicles, tents, yurts, or any similar structures are prohibited.
5. **Signage - Exterior and Interior:** Exterior signage other than ordinary street address signage is prohibited.
6. **The Responsible Party shall provide a prominent display within the dwelling unit that provides, at minimum, the following information:**
 - a. Contact information for the Responsible Party at which they may be contacted at any time.
(24/7)

- b. All local regulations addressing noise, parking, pets, trespassing, illegal activity, and conduct:
and
 - c. Any additional rules or regulations imposed by the Responsible Party
7. Maintenance and Standards: Any property licensed as a Short-term Rental shall conform to the following standards:
- a. Structures shall be properly maintained and all facilities such as plumbing, HVAC equipment, appliances, etc. kept in a condition that is fully operational and otherwise in good repair.
 - b. Grounds and landscaped areas shall be properly maintained to ensure that the use does not detract from the general appearance of the neighborhood or create a hazard or nuisance to the Occupants or to neighboring properties.
 - c. Each habitable space shall meet current federal, state and local building and health codes, and shall be equipped with fully functional smoke and carbon monoxide detectors located at places within the dwelling unit that comply with applicable building codes.
 - d. Garbage shall be placed in City-approved receptacles, shall not be allowed to accumulate on the property and shall be removed on regularly scheduled pick up days
 - e. A fully functional fire extinguisher shall be located in an easily accessible location.
 - f. A fire exit route plan and statement of the maximum occupancy number for the premises shall be prominently posted.
 - g. The responsible party shall comply with all inspection requirements of the State, Davis County, and the City.
8. Complaints: Complaints received by the City for any violation of this ordinance will be handled as follows:
- a. A first complaint will result in an investigation and, if warranted, the City will issue a written warning,
 - b. g to the Responsible Party; said warning shall provide notice of the complaint, a description of any violation, and
 - c. action to be performed to correct a violation. Upon receipt of a second complaint, the City will conduct an investigation, and if warranted, will take one of the following courses of action:
 - i. Issue another warning;
 - ii. Issue a citation for violation of City ordinances or rules;
 - iii. Initiate show cause proceedings to revoke the conditional use permit and business license; or
 - iv. Initiate revocation proceedings.

By signing this document, the applicant acknowledges that they have read and understand the rules and regulations adopted by the Woods Cross City Council governing Short-Term Rentals, and agree to operate the Short-Term Rental in compliance with said rules and regulations.

Applicant Signature

Date