



# City of Laurel

401 N 5<sup>th</sup> Ave

Laurel, MS 39440

Office: 601-428-6438

Fax: 601-426-0043

Application No: _____
Date Received: _____
Fee Paid: _____
Received By: _____
Approved By: _____
Approval Date: _____
Tax Parcel No: _____

## Short-Term Rental Permit Application

Return the original completed application and attachments to the Inspection Department with the **nonrefundable permit fee of \$350.00** payable to the City of Laurel. (Permit is good for 1 year.)

### Property Details

#### Short Term Rental Location

STR Property Name: \_\_\_\_\_

STR Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Number of Units \_\_\_\_\_ Number of sleeping rooms \_\_\_\_\_

Maximum Occupancy \_\_\_\_\_ Number of parking spaces \_\_\_\_\_

### General Information

#### Applicant Contact Information

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: Day \_\_\_\_\_ Night \_\_\_\_\_ Cell \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

#### Property Manager Contact Information (if different than owner)

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

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: Day \_\_\_\_\_ Night \_\_\_\_\_ Cell \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### For Office Use Only

New Application: \_\_\_\_\_ Renewal Application: \_\_\_\_\_

Zoning District: \_\_\_ R-1 \_\_\_ R-2 \_\_\_ R-3 \_\_\_ R-4 \_\_\_ C-1 \_\_\_ C-2 \_\_\_ C-3 \_\_\_ C-4

Historic District: \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

Overlay District: \_\_\_ Downtown \_\_\_ Sawmill \_\_\_ Leontyne \_\_\_ Tri-Park \_\_\_ Central Business District

Privilege License Obtained?: \_\_\_ (yes) \_\_\_ (no) License #: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Preliminary Inspection Date: \_\_\_\_\_

**The applicant must attach the following documentation:**

1. Copy of privilege license
2. Copy of registration of state tax
3. Rental agreement
4. Proposed parking plans
5. Rules of the rental property
6. Plan for trash management related to curbside pickup
7. Proof of payments of all applicable taxes, fees and other charges, including taxes approved by House Bill 1836 (1998) and Senate Bill 2155 (2022)
8. Written statement affirming compliance with all applicable zoning requirements, building codes, deed restrictions and/or covenants, including any HOA bylaws.
9. Written statement acknowledging that a violation of the ordinances of the City of Laurel, as it relates to short-term rentals, may result in a one (1) year suspension or revocation of an existing permit

**I Acknowledge**

1. \$350.00 application fee is nonrefundable.
2. Short term rental is not to exceed thirty (30) consecutive nights.
3. Listing a property for short-term rental prior to receiving an approved permit from the City of Laurel Inspection Department shall result in a one (1) year suspension of permit eligibility.
4. While the City does not require proof of insurance, it shall be the duty of the applicant to ensure that the homeowner’s fire, hazard, and liability insurance coverage does not exclude short-term rentals from coverage.
5. Short-term rental permits are not to be used to distribute retail products or personal services to invitees for marketing or similar purposes.
6. Outdoor display for goods and services are prohibited.
7. Short-term rental permits are not transferable.
8. Any structure or unit that is deed restricted for affordable housing shall not be eligible for a short-term rental permit.
9. Each separate unit shall require an individual permit.
10. Each short-term rental shall expire one (1) year from the date of issuance.
11. Short-term rental establishments shall meet and comply with any and all applicable building and property maintenance codes, as adopted by the City of Laurel.
12. Short-term rental shall be operated in a way that will prevent disturbances to neighboring properties not typical of a residential neighborhood, including, but not limited to: loud music and noises, excessive traffic, junk/debris accumulation in the yards, garbage removal, trespassing, or excess vehicles, or recreational vehicles parked on the property or along adjacent roadways.
13. The Inspection Department is authorized to revoke or deny permits.
14. Any other reasonable or rational factors as determined by the Planning Commission may be cause for denial or revocation of Special Use Permit.
15. All exterior and interior areas of property shall have ongoing maintenance to ensure the property is maintained sanitary and in good condition.
16. Receiving a copy or aware of the short-term rental requirements.

**Affirmation by Property Owner(s)**

I declare that I am the lawful owner of this property and affirm under penalty of perjury that the contents of this application are true and correct to the best of my knowledge.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_