

# Renewal of Registration of Short Term Rental Dwelling

## Village of Lexington

7227 Huron Ave Suite 100, Lexington Michigan

**For information call: 810-359-8631**

**Renewals are due between November 1 and November 30.**

**Renewal Registration fee of \$50 is due with annual submission.**

Short Term Rental Dwelling Unit Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Owner's Phone(s): \_\_\_\_\_

Owner's E-mail: \_\_\_\_\_

Secondary Contact: : \_\_\_\_\_

Secondary Contact's phone (s): : \_\_\_\_\_

Number of bedrooms: \_\_\_\_\_

Was this dwelling unit occupied as a short term rental (a period of less than 30 days) at least three (3) times during the last eighteen (18) months? \_\_\_\_\_

If the answer is yes, attach documentation such as income reported on tax return.

If no, provide explanation \_\_\_\_\_

\_\_\_\_\_

**If the dwelling fails to be used as a short term rental for more than eighteen (18) months the registration will not be considered a renewal. The owner may reapply, but if another dwelling is on the waiting list, their registration will be considered.**

Maximum number of occupants permitted: \_\_\_\_\_

Length of typical rental period per reservation: \_\_\_\_\_ days.

Number of off-street parking spaces available on site: \_\_\_\_\_

A designated 'agent' is required if the above identified owner does not reside within 100 miles of the village limits. The agent is required to live or work within 30 miles of the village.

Agent's Name (If other than owner): \_\_\_\_\_

Agent's Phone Number (s): \_\_\_\_\_

Agent's Address: \_\_\_\_\_

Agent's E-mail: \_\_\_\_\_

# AFFIDAVIT

The signer(s) of this form does hereby state, warrant, certify and affirm the following:

- 1) All of the information on the attached registration form is true.
- 2) Each dwelling unit will have an operating smoke detector in each bedroom and an operating carbon monoxide detector on each floor. These appliances will be maintained every ninety (90) days at a minimum.
- 3) Contact information will be posted in at least two prominent locations in the dwelling and will include:
  - Street address of dwelling
  - Owner's name and phone number(s) and
  - Secondary contact' name and phone number(s)
- 4) A copy of the village's *Good Neighbor* materials will be provided to the renters each time the dwelling unit is rented.
- 5) This registration form is accurate and complete.

**OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

*By signing above, the owner/agent of the dwelling unit certifies that the above statements are true. Statements found to be falsified on this application and affidavit will be grounds to revoke the rental permit.*

NOTICE: The issuance of a permit for a short term residential rental dwelling shall in no way impact the zoning of the subject property and shall not prevent the Village from enforcing Zoning Ordinance regulations and limitations on said property, or any other applicable code of the Village.

Office Use Only	
Conditions (if any): _____	
_____	
_____	
This residential unit is renewed for a short-term rental for one year.	
_____	_____
Village Official	Date

# Village of Lexington Good Neighbor Guide

## A Guide for Renters

Updated August 2018

**Welcome** to the Village of Lexington. We hope you enjoy our beautiful community. Please remember the short term rental home where you are staying is within a residential neighborhood. Not everyone in the neighborhood is on vacation, and some are required to rise early in the morning.

To ensure our residents' quiet and peaceful enjoyment of their neighborhood, we have established a "Good Neighbor Guide." Please respect our residents and our village by following these guidelines.

Failure to comply may result in neighborhood property owners notifying local law enforcement. This may result in a fine for the renter.

### **Beach Use**

The Village of Lexington has public beaches for all to enjoy. There are also many privately owned beaches. While walking along the water is permissible in all areas, please limit your swimming activities, umbrella or blanket to the public areas only.

### **Events & Occupancy**

Large events such as family reunions and weddings can have a negative impact on residential neighborhoods due to parking and noise. Please check your vacation home's policies regarding events and day guests.

### **Parking**

In some areas street parking is limited. Use your vacation home's off street parking whenever possible. If street parking is available, please engage in good neighbor practices by parking in front of your vacation home, being mindful not to block sidewalks, mailboxes, or driveways.

Between the hours of 3:00 AM and 6:00 AM there is no parking on paved streets, highways or Village owned and/or operated parking lots within the Village limits. Ask your property owner/manager about alternative overnight parking lots that are available to help relieve parking congestion.

### **Noise**

Be considerate and respect your neighbor's right to the quiet enjoyment of their home and property especially after 11 p.m. Some residents may have to work in the morning and would appreciate a good night's sleep. In addition the Village Code of Ordinance Chapter 34.33 prohibits noise nuisance between 11:00 PM and 6:00 PM. Noise violations may result in a fine.

### **Garbage Pick-up**

Garbage shall not be left in public view except in proper containers. Monday is the regularly scheduled garbage day for the Village of Lexington. Please put your garbage out no sooner than Sunday (preferably in the evening). Emptied garbage bins should be returned to their storage location as soon as possible after pick up on Monday and shall not remain at the curb overnight.

### **Pets**

All pets are required to be on leashes whenever they are in un-enclosed areas or on public streets. When walking your dog, you are required to pick up and dispose of their waste. Please do not allow your pets to trespass on neighboring property. Pets should not be allowed to make loud and frequent noise that will disturb the peace and quiet of the neighborhood. Please note that pets are not allowed on public beaches.

### **Village of Lexington Contact Information:**

Emergency or Urgent Care – 911

Emergency – 911

Police (non-emergency)

810-648-2000 (Central Dispatch)

810-359-8242 (Lexington Police)

Village of Lexington – 810-359-8631

**Website:** [www.villageoflexington.com](http://www.villageoflexington.com)

**The address where you are staying is**

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**Other contact information including our name and phone number and a secondary name and phone number is posted in two prominent places.**