



SHORT-TERM RENTAL ADDENDUM

TO RESIDENTIAL RENTAL PERMIT APPLICATION

BOX 1 | ACKNOWLEDGMENTS *Applicant must recognize all stipulations by initialing each statement below.*

Initials:

_____ I acknowledge and understand **Section 1159.21(5)** of the Oxford Zoning Code defines **transient** as a person staying at a location such as hotel, motel, bed & breakfast, or a dwelling offering transient guest lodging for less than thirty (30) consecutive days and does not use the location as his or her permanent address.

_____ I acknowledge and understand **Section 1159.21(6)** of the Oxford Zoning Code defines **transient guest lodging** as an accessory use occupying an entire dwelling unit or portion thereof where sleeping accommodations are offered for compensation to transients occupying a room or rooms.

_____ I acknowledge that I am applying for transient guest lodging as an accessory use to one or more residential units located in the City of Oxford, as are identified in my Application for Residential Rental Permits, and that these units shall be hereafter in this Addendum be referred to as **short-term rentals**.

_____ I acknowledge pursuant to **Section 1159.21(6)(B)** of the Oxford Zoning Code that unless otherwise disclosed in writing to the City of Oxford, I shall serve as the **host** for the short-term rental(s) as identified in my Application, who will be offering such rental(s) for reservation by future guests.

_____ In accordance with **Section 1141.01(c)(6)(C)** of the Oxford Zoning Code, I acknowledge and agree to the restriction that in the case of any two-unit or three-unit structure wherein one or more short-term rentals are located, **only one (1) unit at a time may be booked/reserved for transient occupancy**.

_____ In accordance with **Section 1141.01(c)(6)(D)** of the Oxford Zoning Code, I acknowledge and agree to the restriction that there be **no more than than one booking/reservation at a time** per short-term rental unit.

_____ In accordance with **Section 1141.01(c)(6)(E)** of the Oxford Zoning Code, I acknowledge and agree to the restriction that any structure occupied by one or more short-term rentals **shall not be booked/reserved for transient guest stays more than ninety (90) days per calendar year**.

_____ In accordance with **Section 1141.01(c)(6)(E)** of the Oxford Zoning Code, I further acknowledge that any structure occupied by one or more short-term rentals which is booked/reserved for more than ninety (90) days per calendar year ceases to qualify as transient guest lodging and would therefore be considered a violation of the Zoning Code, except in cases where Conditional Use approval has been obtained and is still valid to allow for a principal use as a Bed & Breakfast.

_____ In accordance with **Section 1141.01(c)(6)(F)** of the Oxford Zoning Code, I acknowledge that any structure occupied by one or more short-term rentals which is located on property zoned as an R-1A, R-1B, R-2A or R-3 District is required to contain the owner's **primary residence*** in order to qualify for transient guest lodging.

***Primary residence** is defined as the main home of an individual. An individual has only one primary residence at a time. If an individual owns and lives in just one dwelling unit, then that dwelling unit is their primary residence. If an individual owns or lives in more than one dwelling unit, then the individual must apply a "facts and circumstances" test to determine which dwelling unit is their primary residence. While the most important factor is where the individual spends the most time, other factors are relevant as well. **If your property is subject to a primary residency requirement, submit a signed & notarized Primary Residence Affidavit.**

_____ I acknowledge that **lodging tax is required to be remitted for any short-term rental** operated within the City of Oxford jurisdiction, and that following issuance of any Residential Rental Permit(s) for such rentals, will seek to [open the necessary tax account\(s\)](#) so that taxes may be remitted in accordance with local law.

BOX 2 | SIGNATURE

I hereby certify that I have read, understand, and agree to all rules and restrictions as expressed in Box 1 above, and will operate my short-term rental(s) in keeping with such rules and restrictions. I further agree to notify the City of Oxford Community Development Department of any changing circumstances which would cause me to come out of compliance with such rules and restrictions.

Agent or Owner Signature

Date