



Short Term Rental Worksheet Investor Owned Properties (Commercial, PUD, Residential) Requirements & Agreement

Please read each statement and check the box indicating you agree. By signing this agreement at the bottom of the document, you certify that you understand the following statements and agree to comply with the City of Holland Ordinance Code requirements.

I understand the following information about owning and operating a short term rental property:

- To qualify for this program, my property must be located in one of the following zone districts: NMU, CMU, RMU, GMU, I, PUD, and F where residential uses are permitted; OR In a Residential Zone District (LDR, CNR, MDR, and TNR)
- If my property is zoned (LDR, CNR, MDR, and TNR) I understand that there will be a limit of 25 properties in the City of Holland that can be used as short term rentals.
- If my property is zoned (LDR, CNR, MDR, and TNR) I understand that there will be a 500 foot separation distance required between other investor owned STR's in this residential zone district.
- I must submit a registration form and obtain a rental inspection before I rent my property as a short term rental.
- I must pay all associated fees.
- I must maintain liability insurance that covers short term rental use and claims from short term occupants. I agree to provide a written letter or e-mail from my insurance agent stating that my coverage meets this requirement.
- The STR approval for this property will not transfer to a new owner if I sell my property – a new owner must re-apply and meet all of the qualification criteria.
- If I choose to discontinue the use of my property as a STR I will provide notice of my intentions to Community & Neighborhood Services.

I understand the following information about STR's in the City of Holland:

- I can have an ownership interest in *only one* STR dwelling unit.
- I may rent the entire dwelling unit to one family at a time.
- I cannot exceed the maximum occupancy as stated on my rental certificate of compliance.



- I must maintain my property in compliance with the City Ordinance Code.
- I must designate myself or a local agent who lives within 35 miles of my property and is available 24 hours a day, 7 days a week to respond to and mitigate any complaints.
- I will provide contact information for myself or my local agent to all renters.
- I will include a crime free lease addendum with all rental agreements.

I agree to take the following actions after my property is approved as a STR:

- I will provide notification to my surrounding neighbors that this property will be used as a STR.
- I will provide my surrounding neighbors with the contact information for myself or my designated local agent.
- I will provide my STR certificate number in all advertisements.

I understand that my rental certificate will be revoked for any of the following reasons:

- Violations of 14-4.27.2 regarding the number of police calls or code violations at my property.
- Failure to obtain inspections or pay fees associated with this program.
- Failure to maintain liability insurance.
- Failure to maintain my property in compliance with the City of Holland Ordinance.

Owner's Name: _____

Address: _____

City, State, Zip: _____

Rental Address: _____, Holland, MI 49423

Owner's Signature

Date