

Town of Urbanna, Virginia Application for Short-Term Rental Permit

The undersigned property owner or agent for the property owner, of the following property hereby applies for a Short-Term Rental Permit in accordance with Chapter 17, Urbanna Town Code, Article 5, Zoning Ordinance of Urbanna, Virginia.

Applicant / Property Owner Information

Applicant Name			
Applicant Address	City/Town	State	Zip Code
Applicant phone (cell) number	Applicant email address		
Is this permit application for a Prima Complete the following if Applicant is		(check which applies)
Property Owner of Record Name			
Property Owner Mailing Address	City/Town	State	Zip Code
Property owner telephone (cell) number Note: If you are the agent for the proper Location of Property	ty owner written consent to act as the	Property owner em agent of the owner must b	ail address e attached to this application
Street Address General Description of Property		Tax parcel ID numb	per
Current Zoning District(s)		Tax Map <u>20A</u> DC	Lot(s)
Please provide a description of the pro ONE building may be used on a parce		ntal including the specific b	uilding to be used. Note: Only
Number of bedrooms	Number of Off-Street Parl	king Places	
Will this property used an agent to s Name			-

Safety equipment available on site (check if present)

□ Smoke Detectors □ Carbon	Monoxide Detectors	(if propane or gas are present) Fire Extinguisher(s)			
A layout of the rental unit is to be posted showing the location of the above equipment.					
Information cards posted in a conspicuou	us location (check if p	present)			
🔲 Town Ordinances for Short-term Rental units 🔲 Emergency Telephone Numbers 🔲 Parking Plan					
Trash Pickup Schedule & Rules	Property Owner Co	ntact Information			
Insurance	ddraca Dhana				
Property insurance onderwhiter (Name, A	Juless, Phone				
Policy Number	icy Number Coverage Provider				
Registry					
Does the operator maintain a registry of g	uests to the rental un	nit? 🔲 Yes 🔲 No			
Applicant(s) Remarks: Please indicate any conditions that may ai	fect compliance with	the provisions of the short term rental ordinance (i.e. parking).			
Use a separate sheet if necessary.					
		Town of Urbanna. The application must be submitted, approved ence. The fee is non-refundable. I hereby attest that the Short			
Term Rental unit complies with all application	able provisions set for	orth in §17-5.18 of the Urbanna Town Code and agree to			
operate this rental unit in compliance with	all operating practic	es set forth in the code			
Property Owner Signature	Date	Applicant Signature (If Not Property Owner) Date			
If this application is not signed by the prop attorney to obligate the owner for all matter		reby swears and affirms that he has legally sufficient power of lication.			
Agent Signature	Date				
	Offic	e Use:			
Business Permit Issued	Lodging Tax Forms	s Issued L Permit Fee Paid			
Permit Issue Date:	Issued By: _				