

**VILLAGE OF CORNWALL-ON-HUDSON**  
**SHORT-TERM RENTAL REGISTRATION REQUIREMENTS/CHECKLIST**

\*A short-term rental permit shall not be transferred or assigned to any person or used by any other person other than the permittee to whom it was issued.

Registration for short-term rentals shall provide all requirements set forth:

- Number of bedrooms in rental unit.
- Number of bathrooms in rental unit.
- Number of designated parking spaces on the short-term rental property driveway.
- Proposed maximum overnight and daytime occupancy limits for the property.
- Floor plan indicating the placement and size of each bedroom (and additional proposed sleeping space if utilized).
- Exit and fire protection system including smoke and carbon monoxide detectors and a readily accessible fire extinguisher approved by the Building Inspector.
- Safety egress plan to be posted on the back of each bedroom/basement door.
- Proof that there is no open zoning or building code violations on the short-term rental property (i.e. a report letter from the Village Building Department).
- A garbage removal plan.
- Copy of property owner's current home owner's insurance with an endorsement indicating liability coverage for rental of the premises of no less than \$1,000,000.00 (umbrella policy is not acceptable proof).

Short-term rental property must be cleared of any past and or current violations. All short-term rental units must undergo and pass a rental inspection previous to property being approved for short-term rental permit.

A tenant in possession pursuant to short-term rental is prohibited from subleasing or otherwise licensing the use or occupancy of any portion thereof.

A permit for a short-term rental shall expire two years after the date of issuance, unless sooner revoked.

- VIOLATIONS OF THIS CHAPTER WILL CONSTITUTE MUNICIPAL INFRACTIONS AND WILL BE SUBJECT TO ALL APPLICABLE PENALTIES AS FURTHER SET FORTH IN CHAPTER 131.**