



LAND USE MANAGEMENT CODE SHORT-TERM RENTAL APPLICATION

NOTE: Please read Chapter 6, Article 42G of Title 8: Short-Term Rentals and any other pertinent sections of the Morgan County Code in detail before submitting a Short Term Rental Application. ****Contact your HOA to ensure compliance with your CC&R's.** The application fee is \$50.00, in addition, any fees accrued on behalf of this application by outsourced professionals employed by the County will be paid upon receipt.

Property Address:					
Serial Number:			Parcel Number:		
Name of Owner(s):			Name of Applicant, Authorized Agent(s) or Local Representative:		
Owner(s) Mailing Address:			Applicant or Authorized Agent(s) Mailing Address :		
City:	State:	Zip:	City:	State:	Zip:
Phone:			Phone:		
Owner(s) Email Address:			Applicant or Authorized Agent(s) Email Address:		
Local Representative:			Local Representative Phone #:		

General Property Information:

Proposed Use: _____

Zone: _____ Total Acreage: _____ Square footage of existing buildings on lot: _____

Number of Dwelling Units now on the lot: _____ Number of Accessory Buildings now on the lot: _____

Number of off-street parking spaces: _____ Covered: _____ Uncovered: _____

Permit Checklist

Building Lot:

Check One

_____ Valid address.
(See tax role for valid property information):

_____ Subdivision Lot.
Subdivision Name _____
Lot# _____

Check all that apply

_____ Meets notes on plat.
_____ Meets Development Agreement.
_____ Reviewed by Architectural Review
Committee (as applicable):
Date: _____

_____ Site Plan: A site plan is required to be submitted with all short-term rental permits. Site plans shall be designed with the following minimum elements: scale; north arrow; home/dwelling unit; property lines; parking; existing and proposed assessor and outbuildings with setbacks.

Snow Removal Service & Phone #:

Trash Collection Service & Phone #:

Fees, Taxes, Other:

Yes/No

_____ All County fees and taxes are paid current including, but not limited to:

- Geologic Hazards Review
- Conditional Use Permit
- Subdivision
- Building Permit Deposit
- Land Use Permit
- Taxes
- Contracted Services Fees

_____ Application

_____ Receipt of paid \$50.00 Application Fee

APPLICANT CERTIFICATION:

*I certify under penalty of perjury that this application and all information submitted as part of this application is true, complete, and accurate to the best of my knowledge. I also acknowledge that I have reviewed the County Land Use Management Code(s) and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I agree also to comply with all applicable codes in effect at this time. Should any of the information or representation submitted in connection with this application be incorrect or untrue, I understand that Morgan County may rescind any approval, or take any other legal or appropriate action. I also agree to allow County officials to enter the subject property, if applicable, to make any necessary inspections thereof. I also agree that I will obtain a Morgan County business license through the County Clerk's office if this application is approved. **I agree that any fees accrued on behalf of this application by outsourced professionals employed by the County will be paid upon receipt of these fees.***

Signature

Date

Printed Name

For Office Use Only		
Received By:	Date Received:	Receipt #:
 Additional Notes/Comments: _____ _____ _____ Signature of Zoning Administrator/Planning Department _____ Date _____		

AFFIDAVIT

PROPERTY OWNER

STATE OF UTAH }
 }ss
COUNTY OF MORGAN }

I (we), _____, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I also acknowledge that I (we) have received written instructions regarding the process for which I (we) am (are) applying and the Morgan County Planning and Development Services Staff have indicated they are available to assist me in making this application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this _____ day of _____, 20____.

(Notary)
Residing in Morgan County, Utah
My commission expires: _____

.....

AGENT AUTHORIZATION

I (we), _____, the owner(s) of the real property described in the attached application, do authorized as my (our) agent(s), _____, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the County considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this _____ day of _____, 20____, personally appeared before me _____, the signer(s) of the agent authorization who duly acknowledged to me that they executed the same.

(Notary)
Residing in Morgan County, Utah
My commission expires: _____

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Morgan County Code 8-6-42G

Management Standards: The short-term vacation rental authorized under this section be properly managed.

1. Property Management: As a condition to holding a valid license, the licensee agrees to provide or arrange for adequate property management services.
2. Minimum Services: The owner/lessee shall be responsible for the minimum services and management including:
 - a. Snow removal during winter months to a level that allows safe access to the building over the normal pedestrian access to the unit.
 - b. Snow removal service to off-street parking facilities associated with the rental property so that off-street parking is at all times available for occupant use.
 - c. Summer yard maintenance, including landscaping, weed control, and irrigation to a level that is consistent with the level of landscaping and maintenance on adjoining and nearby properties.
 - d. Structural maintenance to preserve substantial Code compliance as described above is required.
 - e. Routine upkeep, including painting and repair to a level that is consistent with the level of maintenance on adjoining or nearby properties.
 - f. Trash collection which insures that trash cans are not left at the curb for any period in excess of twenty four (24) hours and the property must be kept free from accumulated garbage and refuse.
 - g. Short-term rentals may be offered on a "short-term rental website" to one (1) or more prospective renters; and facilitates the renting of, and payment for, a short-term rental in accordance with Utah Code Annotated 1953, 10-8-85.4, 17-50-338.
3. Parking: On-street parking for short-term vacation rental uses shall not result in an obstruction to traffic and pedestrian circulation or public safety.
4. Outdoor Displays Of Goods And Merchandise: No outdoor display of goods and merchandise shall be permitted as part of any nightly rental use.
5. Signs: No signs advertising or pertaining to the short-term vacation rental will be permitted for nightly rental uses.
6. Commercial Uses Prohibited: Short-term vacation rentals may not be used for commercial uses not otherwise permitted in the zone. Short-term rentals may not be converted to corporate sponsor or business houses which are used primarily to distribute retail products or personal services to invitees for marketing or similar purposes, regardless of whether such products or services are charged for.
7. Noise And Occupancy Control: The owner of rentals under this section is responsible for regulating the occupancy of the unit and noise created by the occupants of the unit.
 - a. Failure to use designated off-street parking, illegal conduct, or any other abuse, which violates any law regarding use or occupancy of the premises is grounds for revocation of the short-term vacation rental license and permit.
 - b. Failure to collect and deposit sales and transit room tax is also a violation of the license and grounds for revocation of the short-term vacation rental license and permit.
8. Review Criteria: In determining whether or not a business license for short-term vacation rental authorized under this section shall be issued, the application shall be reviewed to see if, in addition to standards and conditions applicable to issuance of all business licenses, the following conditions and standards are met:
 - a. The unit is located within a zone and subzone designated as allowing rentals for the period, which the license is applied for.
 - b. The Morgan County Planning and Zoning Department has reviewed the business license application for compliance with the Code for Abatement of Dangerous Buildings. Inspection of the unit may be required under section [4-1-2](#) of this Code.
 - c. The applicant shall bear the cost of any such inspection and any re-inspection, which may be required. The cost shall be determined by the prevailing hourly rate of the Morgan County Planning and Zoning Department.
 - d. The access to the rental unit and the layout of the unit is such that noise and physical trespass from the proposed rental unit is not likely to be a substantial intrusion to the adjoining properties. If the proposed rental unit is a single family home or duplex and shares an access, hallway, common wall, or driveway with another dwelling, written consent of the owner of the other dwelling is required.
 - e. The applicant must designate a local contact. The local contact must be one (1) of the following:
 - (1) A property management company, realtor, lawyer, owner, or other individual who resides within Morgan County, or, in the case of a company, has offices in Morgan County.
 - (2) A person personally liable for the failure to properly manage the rental.
 - (3) The local contact must be available by telephone, or otherwise, twenty four (24) hours per day, and must be able to respond to telephone inquiries within twenty (20) minutes of receipt of such inquiries by that party's answering machine, paging device or answering service.
 - (4) The local contact is also designated as the agent for receiving all official communications under this title from Morgan County.
 - f. The application must bear a sales tax collection and accounting number for the rental operation. This number may be the sales tax accounting number used by the property management company responsible for that unit, or may be specific to the unit, but no license will be effective until the State sales tax number is provided. (Ord. 17-23, 4-4-2017)