

POCONO TOWNSHIP
205 Old Mill Rd
TANNERSVILLE, PA 18372
570-629-1922

TRANSIENT DWELLING APPLICATION

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED

1. Property Address: _____
2. Property Identification Number (PIN): 1 2 6 3 _____
3. Property Owner's Name(s): _____
Mailing Address: _____
24 hour Phone Number: _____
Can this phone number receive text messages? _____
Email: _____
4. Managing Agent's Name: _____
*A managing agent is required if the Property Owner is not a local resident
Mailing Address: _____
24 hour Phone Number: _____
Can this phone number receive text messages? _____
Email: _____
5. Type of Building used for Transient Dwelling: ☐ Single-Family ☐ Townhome/Condo
☐ Multi-Family ☐ Individual Rooms ☐ Other: _____
If building is a multi-unit structure, total # of units being used as Transient Dwellings: _____
If building is a multi-unit structure, a separate application is required for each unit used as a transient dwelling
6. Total number of bedrooms: _____ Total number of bathrooms: _____
7. Sewage System: ☐ Private Septic ☐ Public/Community Sewer
If septic, date of last inspection/pump: _____
***Must provide township with copy of professional evaluation of septic system**
Approximate age of system: _____ Capacity of System _____
8. Is property within a gated community? _____ If yes, provide access code: _____
9. Is property within a developed community under the jurisdiction of an HOA/POA? _____
If so, name HOA/POA: _____

Application must be submitted with the following:

1. Copy of the current Deed
2. If Private Septic, the location, approximate age and capacity of the sewage disposal system, a professional evaluation of the septic system & proof of pumping within the last 12 months.
3. Copy of current Monroe County Hotel Room Excise Tax Certificate
4. Copy of current Pennsylvania Sales & Use Tax Permit
5. Trespass waiver signed by the owner of the property.
6. Proof of General Liability Insurance with \$500,000.00 coverage per occurrence
7. Application fee as outlined in Township Fee Schedule

I hereby certify that I am the owner of the above referenced property.

If the property is owned by a corporation, I certify that I am a partner of that corporation and have the authority to sign and acknowledge the following on behalf of the corporation.

I have read, understand and agree to the provisions set forth in Chapter 302 of the Pocono Township Code for Transient Dwelling Use Standards. I have also read and understand Chapter 302, §302-14 regarding violations and penalties and that any violation of the provisions of Chapter 302 may result in fines and/or the revocation of a Transient Dwelling Use Permit. I agree to conform to all applicable laws of this jurisdiction. I understand that the issuance of a Transient Dwelling Use Permit is not guaranteed by this application.

Signature of Property Owner: _____ **Date:** _____

I hereby certify that I am the Managing Agent of the above referenced property and have been given authority to accept service for the Property Owner.

I have read, understand and agree to the provisions set forth in Chapter 302 of the Pocono Township Code for Transient Dwelling Use Standards. I agree to conform to all applicable laws of this jurisdiction. I understand that the issuance of a Transient Dwelling Use Permit is not guaranteed by this application.

Signature of Managing Agent: _____ **Date:** _____

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TRESPASS WAIVER

The undersigned is/are the owner(s) of a parcel of land in Pocono Township, Monroe County, Pennsylvania, at the following location:

Property Address: _____

Property Identification Number (PIN): 1 2 6 3 ____ ____ ____ ____ ____ ____ ____ ____ ____

The undersigned authorize(s) and allow(s) any agents, employees, public officials or representatives of Pocono Township to enter upon the above land and enter any structures for the purpose of performing any inspection, site visit or testing necessary to determine compliance with the Pocono Township Code of Ordinances.

The undersigned has/have signed this Waiver this _____ day of _____, 20____, intending thereby to be legally bound.

Property Owner's Name(s): _____

*If Owner is a corporation, print also the name of the person signing this waiver

Signature of Property Owner/Authorized Partner: _____