

	CAPE ELIZABETH	KENNEBUNKPORT	BAR HARBOR
<b>Permitted Short Term Rentals</b>	<b>Primary Residence Hosted</b> - (Property owner is in residence.) Must be in primary residence & not in a separate dwelling on property.	<b>Residential Rental Accomodation (owner-occupied dwelling )</b> ---no more than two bedrooms in a legally existing dwelling or dwelling unit. ---rooms rented may be for either short-term or long-term rental to a roomer who may be unrelated to the owner or occupant of the unit	<b>Vacation Rental - 1 (VR-1)</b> <b>Primary residence</b> - a rented portion or entire dwelling of primary residence or rental of a dwelling unit on primary residence lot.
Rentals per 7 days	2	Individual rooms shall be rented no more than once per week (Monday through Sunday)	N/A
Rentals per year	365		1 rental for less than 30 consecutive days
Occupany Requirements	2) tenants per bedroom, plus two additional tenants for no more than one (1) additional sleeping space. (1) additional sleeping space. LOTS <= 30K - 8 tenants max, plus 4 parking spaces.	No more than two bedrooms in a legally existing dwelling or dwelling unit. Rooms rented may be for either short-term or long-term rental to a roomer who may be unrelated to the owner or occupant of the unit	2 people per 1 bedroom, plus 2 additional people per house.
Rental Requirements	<b>STR Permit required:</b> (Fee-As of 2022, STR Permit fee is determined in Town Fee Schedule); <b>Advertising</b> - not permitted w/o STR permit; <b>Rental Intensity</b> - Any rental less than 30 days is STR and needs STR permit; <b>Registration Record</b> - Owner to keep all rental data and upcoming reservations - must show town at any time requested; <b>Multi-family</b> - Dwellings must be in common ownership for STR to occur; <b>Multi-plex units</b> - No STR on property containing 5 or more dwelling units; <b>Lessee</b> - may not have a STR	1 - STR License Required 2 - Renew before 12/31. Late entries are considered a new application. 3 - Select Board creates fees 2 tiers. 1-3 BRs and 4+ BRs. 4 - STR license - not transferable to new property owner via sale. <b>Transfer of land to new owner</b> can result in a permitted transfer of STR license. 5 - STR license - for said dwelling only. 6 - No advertising without STR license. 7 - Registration records - kept by owner - must be able to submit to town as needed. 8 - STR Notice - Must be placed on STR near entry to unit.	1-STR - Registration required 2-Emergency information sheet - must be posted (inside front door) of rental unit (Reg #, STR address/how to contact emergency/how to file safety complaint with town/owner info/local contact info if different) 2A-Registration # - posted on all advertising 3-Property taxes/W&S fees must be up to date before STR registration issued. 4-Pass full safety inspection 5-No people may be housed outside of dwelling (tents, etc) 6- Trash removed weekly 7-VR-1 - owner shows proof of primary residence (tax return/driver license)
Review Procedure	1 - CEO will issue STR permit 2 - CEO provides STR application to applicant 3 - CEO responsible for completeness of form 4 - 1st time applicant needs site visit by CEO. Renewals checked every 5 years. 5 - CEO reviews app for compliance to STR standards	1 - Application completeness 2 - Application fee 3 - Town Clerk can issue STR license with CEO approval 4 - Inspection by CEO - can do at any time / <u>must do once every 5 years</u> 5 - Transitional provisions for licensing of pre-existing STR	1-STR Registration-CEO reviews new requests and then 1 time every 3 yrs
Submission Requirements	1- Location; 2- Contact person/owner responsible; 3- Availability - when STR is available - any change, contact CEO; 4- Proof that Standards have been met	1 Location; 2 Contact person/owner responsible 3- Renewals - owners cannot have had any transfers of license take place; 4- Proof that Standards have been met	1-CEO provides forms to submit for registration & approves 2-Non-refundable fee needed to apply 3-Renewals must be applied for also 4-CEO has Wait List (VR-2) - first on, first reviewed 5-New applications (once issued) CEO alerts any abutters within 50 feet of outer boundary 6-STR registration-owner still needs to get other permits as needed for other functions
Standards	1- Smoke Alarms; 2- Carbon Monoxide Alarms; 3- Portable Fire Extinguishers; 4- Emergency Lighting; 5- Floor plan for above; 6- Building Evacuation Plan; 7 -Sanitary Waste Disposal; 8- Parking; 9- Rental Agreement Adendum (town not responsible for enforcement of this); 10- Limit on Rental Occupancy (see Occupancy Requirements); 11 - Response Requirement; 12- Good Neighbor Conduct	1 Code Compliance; 2 Smoke alarms; 3 Carbon Monoxide alarms; 4 Portable Fire Extinguishers; 5 Floor Plan showing location of alarms & extinguishers; 6 Sanitary Waste Disposal 7 Parking; 8 Good Neighbor Guidelines; 9 Occupancy Limits	Chapters of the NFPA 101 Life Safety Code as applicable (a) Chapter 4, General 2- Chapter 70, Electrical Installations, of the Bar Harbor Municipal Code (b) Chapter 6, Classifications of Occupancy and Hazard of Contents (c) Chapter 7, Means of Egress (d) Chapter 9, Building Service and Fire Protection Equipment (e) Chapter 24, One- and Two-Family Dwellings (f) Chapter 30/31, New and Existing Apartment Buildings (e) Chapter 24, One- and Two-Family Dwellings 2- Chapter 70, Electrical Installations, of the Bar Harbor Municipal Code
Suspension & Revocation of Permit	1- Complaint; 2- First Substantiated Complaint; 3- 2nd Substantiated Complaint; 4- 3rd Substantiated Complaint; 5 - Appeal; 6- Effective Date of STR permits		<b>Violations, Penalties &amp; Fines</b> 1 - Violation-Operation without registration 2 - Violation of registration a-Suspension & revocation of registration Suspension--Minor violation Suspension--Major violation
STR License Limitations			2 per Primary Residence

	CAPE ELIZABETH	KENNEBUNKPORT	BAR HARBOR
Permitted Short Term Rentals	<b>Primary Residence Unhosted -</b> (Property owner is not in residence.) Must be in primary residence & not in a separate dwelling on property.	<b>Short Term Rental - (non-owner occupied dwelling)</b> A legally existing residential dwelling unit rented < 30 consecutive days. <b>EXCLUDES</b> - motels, hotels, bed and-breakfasts, inns, seasonal rental accommodation complexes, and <u>residential rental accommodations.</u>	
Rentals per 7 days	1	N/A	
Rentals per year	42	1 rental for < 30 consecutive days	
Occupancy Requirements	2) tenants per bedroom, plus two additional tenants for no more than one (1) additional sleeping space. (1) additional sleeping space. LOTS <= 30K - 8 tenants max, plus 4 parking spaces.	2 people per 1 bedroom, plus 2 additional people per house.	
Rental Requirements	Rental Intensity - Any rental less than 30 days is STR and needs STR permit.	1 - STR License Required; 2 - Renew before 12/31. Late entries are considered a new application; 3 - Select Board creates fees 2 tiers. 1-3 BRs and 4+ BRs; 4 - STR license - not transferable to new property owner via sale. Transfer of land to new owner can result in a permitted transfer of STR license. 5 - STR license - for said dwelling only; 6 - No advertising without STR license; 7 - Registration records - kept by owner - must be able to submit to town as needed; 8 - STR Notice - Must be placed on STR near entry to unit.	
Review Procedure	1 - CEO will issue STR permit 2 - CEO provides STR application to applicant 3 - CEO responsible for completeness of form 4 - 1st time applicant needs site visit by CEO. Renewals checked every 5 years. 5 - CEO reviews app for compliance to STR standards	1 - Application completeness 2 - Application fee 3 - Town Clerk can issue STR license with CEO approval 4 - Inspection by CEO - can do at any time / <u>must do once every 5 years</u> 5 - Transitional provisions for licensing of pre-existing STR	
Submission Requirements	1- Location; 2- Contact person/owner responsible; 3- Availability - when STR is available - any change, contact CEO; 4- Proof that Standards have been met	1- Location 2- Contact person/owner responsible 3- Renewals - owners cannot have had any transfers of license take place 4- Proof that Standards have been met	
Standards	1- Smoke Alarms; 2- Carbon Monoxide Alarms; 3- Portable Fire Extinguishers; 4- Emergency Lighting; 5- Floor plan for above; 6- Building Evacuation Plan; 7- Sanitary Waste Disposal; 8- Parking; 9- Rental Agreement Addendum (town not responsible for enforcement of this); 10- Limit on Rental Occupancy (see Occupancy Requirements); 11- Response Requirement; 12- Good Neighbor Conduct	Code Compliance- Smoke alarms Carbon Monoxide alarms Portable Fire Extinguishers Floor Plan - location of alarms & extinguishers Sanitary Waste Disposal Parking Good Neighbor Guidelines Occupancy Limits	
Suspension & Revocation of Permit	1- Complaint; 2- First Substantiated Complaint; 3- 2nd Substantiated Complaint; 4- 3rd Substantiated Complaint; 5 - Appeal; 6- Effective Date of STR permits	May be revoked by select board based on hearing. 1 - Violations of STR ordinance 2 - Complaint of STR 3 - Suspension or revocation of license 4 - Appeal	
STR License Limitations	Only 1 of the PERMITTED SHORT TERM RENTAL types is allowed.	STR License Limit- 1- Set by Select Board each year - based on percentage of total town dwellings.	
			Page 2

	CAPE ELIZABETH	KENNEBUNKPORT	BAR HARBOR
Permitted Short Term Rentals	<b>7 Acres Plus Short Term Rental -</b> (Primary or non-primary residence, hosted or un-hosted.) Lot size must be 7 acres or more in size.		
Rentals per 7 days	2		
Rentals per year	182		
Occupancy Requirements	2) tenants per bedroom, plus two additional tenants for no more than one (1) additional sleeping space. (1) additional sleeping space. LOTS <= 30K - 8 tenants max, plus 4 parking spaces.		
Rental Requirements	<u>STR Permit required:</u> (Fee-As of 2022, STR Permit fee is determined in Town Fee Schedule); <u>Advertising</u> - not permitted w/o STR permit; <u>Rental Intensity</u> - Any rental less than 30 days is STR and needs STR permit; <u>Registration Record</u> - Owner to keep all rental data and upcoming reservations - must show town at any time requested; <u>Multi-family</u> - Dwellings must be in common ownership for STR to occur; <u>Multi-plex units</u> - No STR on property containing 5 or more dwelling units; <u>Lessee</u> - may not have a STR		
Review Procedure	1 - CEO will issue STR permit 2 - CEO provides STR application to applicant 3 - CEO responsible for completeness of form 4 - 1st time applicant needs site visit by CEO. Renewals checked every 5 years. 5 - CEO reviews app for compliance to STR standards		
Submission Requirements	1- Location; 2- Contact person/owner responsible; 3- Availability - when STR is available - any change, contact CEO; 4- Proof that Standards have been met		
Standards	1- Smoke Alarms; 2- Carbon Monoxide Alarms; 3- Portable Fire Extinguishers; 4- Emergency Lighting; 5- Floor plan for above; 6- Building Evacuation Plan; 7 -Sanitary Waste Disposal; 8- Parking; 9- Rental Agreement Adendum (town not responsible for enforcement of this); 10- Limit on Rental Occupancy (see Occupancy Requirements); 11- Response Requirement; 12- Good Neighbor Conduct		
Suspension & Revocation of Permit	1- Complaint; 2- First Substantiated Complaint; 3- 2nd Substantiated Complaint; 4- 3rd Substantiated Complaint; 5 - Appeal; 6- Effective Date of STR permits		
STR License Limitations	Only 1 of the PERMITTED SHORT TERM RENTAL types is allowed.		

	CAPE ELIZABETH	KENNEBUNKPORT	BAR HARBOR
Permitted Short Term Rentals	<b>Short Term Rental Adjacent -</b> (Non-primary building on primary residence lot or abutting lot to primary residence.)		<b>Vacation Rental - 2 (VR-2)</b> <b>Not primary residence</b> - a dwelling rented to person or to a group.
Rentals per 7 days	1		Minimum 4 days - Maximum 30 days
Rentals per year	105		
Occupancy Requirements	2) tenants per bedroom, plus two additional tenants for no more than one (1) additional sleeping space. (1) additional sleeping space. LOTS <= 30K - 8 tenants max, plus 4 parking spaces.		
Rental Requirements	<u>STR Permit required:</u> (Fee-As of 2022, STR Permit fee is determined in Town Fee Schedule); <u>Advertising</u> - not permitted w/o STR permit; <u>Rental Intensity</u> - Any rental less than 30 days is STR and needs STR permit; <u>Registration Record</u> - Owner to keep all rental data and upcoming reservations - must show town at any time requested; <u>Multi-family</u> - Dwellings must be in common ownership for STR to occur; <u>Multi-plex units</u> - No STR on property containing 5 or more dwelling units; <u>Lessee</u> - may not have a STR		1-STR - Registration required 2-Emergency information sheet - must be posted (inside front door) of rental unit (Reg #, STR address/how to contact emergency/how to file safety complaint with town/owner info/local contact info if different) 2A-Registration # - posted on all advertising 3-Property taxes/W&S fees must be up to date before STR registration issued. 4-Pass full safety inspection 5-No people may be housed outside of dwelling (tents, etc) 6- Trash removed weekly 7-VR-1 - owner shows proof of primary residence (tax return/driver license)
Review Procedure	1 - CEO will issue STR permit 2 - CEO provides STR application to applicant 3 - CEO responsible for completeness of form 4 - 1st time applicant needs site visit by CEO. Renewals checked every 5 years. 5 - CEO reviews app for compliance to STR standards		
Submission Requirements	1- Location; 2- Contact person/owner responsible; 3- Availability - when STR is available - any change, contact CEO; 4- Proof that Standards have been met		1-CEO provides forms to submit for registration & approves 2-Non-refundable fee needed to apply 3-Renewals must be applied for also 4-CEO has Wait List (VR-2) - first on, first reviewed 5-New applications (once issued) CEO alerts any abutters within 50 feet of outer boundary 6-STR registration-owner still needs to get other permits as needed for other functions
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<b>STR License Limitations</b>	Only 1 of the PERMITTED SHORT TERM RENTAL types is allowed.		9% of total dwelling units in Bar Harbor (town wide cap) --- <b>CHECK --- limit per owner?</b>
			Page 4

	CAPE ELIZABETH	KENNEBUNKPORT	BAR HARBOR
<b>Permitted Short Term Rentals</b>	<b>Short Term Rental Adjacent -</b> (Non-primary building on primary residence lot or abutting lot to primary residence.)		
<b>Rentals per 7 days</b>	1		
<b>Rentals per year</b>	105		
<b>Occupancy Requirements</b>			
<b>Rental Requirements</b>	<u>Multi-family-</u> Dwellings must be in common ownership for STR to occur <u>Multi-plex units-</u> No STR on property containing 5 or more dwelling units <b>Lessee -</b> may not have a STR		
<b>Review Procedure</b>			
<b>Submission Requirements</b>	1- Location; 2- Contact person/owner responsible; 3- Availability - when STR is available - any change, contact CEO; 4- Proof that Standards have been met		
<b>Standards</b>	1- Smoke Alarms; 2- Carbon Monoxide Alarms; 3- Portable Fire Extinguishers; 4- Emergency Lighting; 5- Floor plan for above; 6- Building Evacuation Plan; 7- Sanitary Waste Disposal; 8- Parking; 9- Rental Agreement Addendum (town not responsible for enforcement of this); 10- Limit on Rental Occupancy (see Occupancy Requirements); 11- Response Requirement; 12- Good Neighbor Conduct		
<b>Suspension &amp; Revocation of Permit</b>	1- Complaint; 2- First Substantiated Complaint; 3- 2nd Substantiated Complaint; 4- 3rd Substantiated Complaint; 5 - Appeal; 6- Effective Date of STR permits		
<b>STR License Limitations</b>	Only 1 of the PERMITTED SHORT TERM RENTAL types is allowed.		
			<b>Page 5</b>