

TOWN OF FRANCONIA NEW HAMPSHIRE
SHORT-TERM RENTAL (STR) PERMIT APPLICATION

1. Franconia Zoning Ordinances which "...seeks to protect existing property owners against a 'new use' nearby which may not only be incompatible or undesirable but may also be damaging by lowering the desirability or value of existing owner's present property."
2. Short term rental or vacation rental unit means any one family, two family, multi-family, mixed use, guest house or accessory dwelling unit residential structure offered for a fee for less than 30 consecutive days, per RSA 48-A1.
3. All STR's must obtain a STR permit as of May 1st of each year. The initial permit approval requires the completion of a Safety Inspection Checklist by the homeowner. A permit application form is available online at www.franconianh.org or at the town offices. Annual permit fees required, see application form.
4. The owner of any unpermitted STR unit will be subject to fines starting May 1st, 2023, as follows:
 - a. Failure to obtain a permit within **10 days** of a written warning is a violation of this ordinance. Each day in violation of this ordinance, a **civil penalty of \$250 will accrue each day for up to 10 days.**
 - b. Failure to obtain a permit after 10 days of civil penalty, a "Cease-and-Desist" order will be issued, and the owner may no longer use the property for STR starting the date of the order. Any unit owner found to be operating as a STR after the "Cease-and-Desist" order will result in continued civil penalty of \$250 per day until resolved.
 - c. The town has the right to revoke a permit for any STR unit that becomes a nuisance. A nuisance is defined as any violation of Noise Ordinance, Dog Ordinance, Burning Ordinance, Wild Animal Ordinance, Winter Parking Ban Ordinance, or any health/safety issue identified by the Building Official, Police or Fire Department.
5. This action will require a minimum of three incidents within one year, validated by the Franconia Police Department, the NH State Police, or Building Official, where the contact person was notified of problematic occupant actions. Any unit owner found to be operating as a STR after revocation will be fined a civil penalty of \$250 a day until resolved.
6. If a permit is revoked, the owner may appeal the decision to the Board of Selectmen (BOS) within 30 days of the date of revocation, and the BOS can impose conditions upon the reinstatement of the permit.
7. Any comments or complaints related to STRs can be submitted to: townhall@franconianh.org

Approved by the Town of Franconia Board of Selection on this date, _____

Application Date: _____

New: _____

Renewal: _____

Applicant Initials _____

**TOWN OF FRANCONIA NEW HAMPSHIRE
SHORT-TERM RENTAL (STR) PERMIT APPLICATION**

1.

PROPERTY OWNER INFORMATION: (include corporate name if applicable)

STR Property Address: _____

Name: _____

Address: _____

Cell phone: _____ Email: _____

2. LOCAL POINT OF CONTACT OR MANAGER: (IF APPLICABLE):

Name: _____

Address: _____

Cell phone: _____ Email: _____

3. TYPE OF SHORT-TERM RENTAL AND REGISTRATION FEES:

a. **Payment Due Annually no later than May 1st.**

b. **Registration Fee includes safety Inspection.**

c. **Registration Fee:**

i. **Initial registration: \$300.00**

ii. **Annual renewal Fee: \$250.00**

_____ **Type 1:** Owner occupied unit – is full-time residence. Please indicate what type of unit:

_____ Accessory Dwelling Unit (ADU)

_____ Bedroom

_____ Guest house

_____ **Type 2:** Non-owner-occupied unit(s) including investor properties and seasonal owner properties where owner is not in-residence when utilizing as a STR. Please indicate type of dwelling:

_____ Single-Unit dwelling

_____ Multi-Unit dwelling: Indicate how many units are being used as STR _____

4. CURRENT NEW HAMPSHIRE MEAL'S AND ROOM (RENTAL) TAX LICENSE NUMBER:

5. LIST OF TOWN ORDINANCES THAT ARE STRICTLY ENFORCED AND MUST BE DISPLAYED INSIDE THE PROPERTY (PLEASE INITIAL YOUR AGREEMENT)

a. Noise Ordinance _____

b. Dog Ordinance _____

c. Burning Ordinance _____

d. Wild Animal Ordinance _____

e. Winter Parking Ban Ordinance _____

Town Ordinances and Transfer Station hours can be viewed at: www.franconianh.org

6. ACKNOWLEDGMENT:

Applicant Initials _____

TOWN OF FRANCONIA NEW HAMPSHIRE
SHORT-TERM RENTAL (STR) PERMIT APPLICATION

APPLICATION AUTHORIZATION: I hereby make an application to the Town of Franconia for a Short-Term Rental Permit for the above referenced property. To the best of my knowledge the information provided herein is accurate, and this property is currently in accordance with the zoning ordinance and land-use regulations of the town. I understand a safety inspection of the property is required for this permit and authorize town safety officials to schedule the inspection and enter the property to complete.

Date _____

Property Owner's Signature

7. FOR TOWN USE:

Date _____

Building Official Signature

Permit Fee Paid: _____

Permit Number: _____

Applicant Initials _____

TOWN OF FRANCONIA
OFFICE OF THE SELECTMEN
SHORT-TERM RENTAL SAFETY CHECKLIST

Property Owner: _____

Property Address: _____

Number of Bedrooms: _____

Working Smoke and Carbon Monoxide Detectors: _____

Egress Windows Where Required and Unobstructed: _____
(see page 2 for dimensions and further detail)

Egress Doors Not Less Than 2'8" Wide: _____

Adequate Parking Provided: _____
(see page 2 for parking section of zoning ordinance)

911 Number in Place for First Responders: _____

Local Point of Contact: _____ Phone #: _____

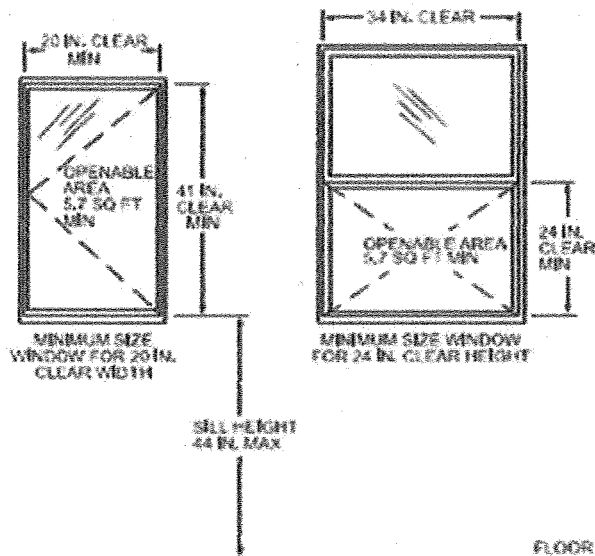
Additional Comments/Concerns: _____

The Town of Franconia Building Inspector and/or Fire Department personnel reserve the right to inspect the property interior or exterior spaces for safety concerns and to ensure compliance with the town's Short-term Rental Regulations and Safety Inspection Checklist.

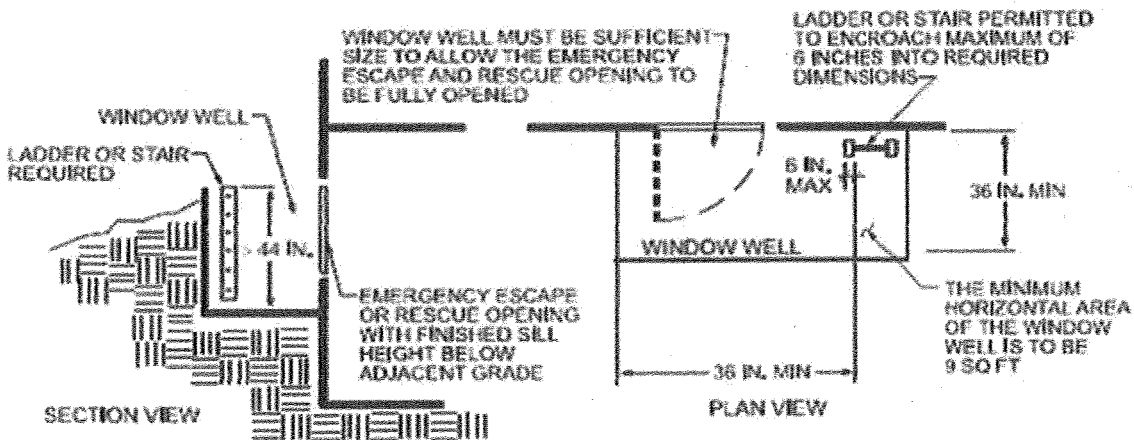
Property Owner Signature: _____ Date: _____

R310.4 Bars, grilles, covers and screens.

Where bars, grilles, covers, screens or similar devices are placed over emergency escape and rescue openings, area wells, or window wells, the minimum net clear opening size shall comply with Sections R310.2.1 through R310.2.3, and such devices shall be releasable or removable from the inside without the use of a key, tool, special knowledge or force greater than that required for the normal operation of the escape and rescue opening.



For SI: 1 inch = 25.4 mm, 1 square foot = 0.0929 m².



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SECTION 5 – PARKING:

All buildings and developments shall be served by off-street parking facilities at the rate of not less than two spaces per dwelling unit and one space per hotel or motel room. Parking shall also be as stated in other sections of this ordinance or the subdivision or site plan review regulations. The actual construction of parking spaces shall not be required unless warranted, so long as sufficient area to comply with the various parking regulations is dedicated and set aside for parking. The actual number required is to be determined by the Planning Board at the time of site plan review.