



Trimble County Planning and Development Services
Application for a Short-Term Rental

For Staff Use Only:

Date: _____ Permit No: _____ Staff: _____ Fee: _____

This application must be submitted in person at the Planning and Zoning Office.

General Information: *(A separate application must be submitted for each Short-Term Rental request.)*

Name of Applicant(s): _____

Project Address: _____

City: _____ Is the project within the incorporated city limits? _____

Subdivision Name: _____ Parcel ID: _____ Current Zoning: _____

Type of Application (Check One)

New Application: _____ Renewal Application: _____ (Previous Permit No : _____)

Type of Short-Term Rental (Check One)

Single-Family _____ Accessory Dwelling Unit _____ Duplex/Condominium _____ Apartment _____ Other _____

Owner-Occupied: Yes _____ No _____ Number of Bedrooms: _____

Signatures:

Owner(s):

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Applicant/Host:

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Responsible Party (required):

Name: _____ Email Address: _____

Address: _____

Phone: _____ Alternate Phone: _____

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Please provide the floor plan of the residence showing number of bedrooms and location of smoke alarms. The floor plan can be hand-sketched (number of sleeping rooms will be checked against the tax assessor's record). Floor Plans shall show details of all levels of the house and any attached structures, location of windows, doors (interior and exterior), and locations of the required smoke detectors.

First Floor	Second Floor and/or Basement
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Attach additional sheets if necessary.

I, _____, certify that I have read and understand the Trimble County Planning and Zoning Short Term Rental Property Regulations and verify that:

Initial Operating the proposed STRP would not violate any Home Owners Association agreement or bylaws, Condominium Agreement, Covenants, Codes and Restrictions or any other agreement governing and limiting the use of the proposed STRP property.

Initial The local responsible party does reside or is located within twenty-five (25) miles of the STRP and shall answer calls twenty-four hours a day, seven days a week for the duration of each short term rental period to address problems associated with the STRP

Initial The Short-Term Rental Property has the required insurance coverage and will maintain insurance coverage as a condition of the issuance of the Short-Term Rental Property Permit. Trimble County Planning & Zoning shall have the right to revoke permit if it is determined that insurance coverage has lapsed.

Signed this _____ day of _____ 20____.

Applicant/Host

SUBSCRIBED AND SWORN to me by _____, applicant/host on this _____ day of _____ 20____.

Notary Public, State of Kentucky

Commission Expiration Date

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Submittal Checklist:

- _____ 1. Complete Trimble County Planning and Zoning Short-Term Rental Application.
(Owner's signature is required.)
- _____ 2. Required Short-Term Rental Application Fee as listed below:
a.) Initial Application: \$150.00 b.) Annual Renewal: \$100.00
- _____ 3. Property information for the project location as listed by the Property Valuation
Administration (PVA). (*See note below for PVA directions)
- _____ 4. A copy of the current recorded deed.
- _____ 5. Owners applying for an owner-occupied permit must provide two documents giving proof of
ownership. Acceptable documentation includes Kentucky Driver's license, other valid State of
Kentucky identification card, Trimble County voter registration card, utility bills, paycheck/check
stub, work ID or badge, or a bank statement, each current and showing the owner's name and
address matching that of the property to be utilized for short term rental.

** Accessing PVA information: Property information may be accessed at the Trimble County
Property Valuation office located at 107 Hwy 42 E in Bedford or at (502) 255-3592. For adjoining
property owners or further assistance contact the PVA.*

*123 Church Street ~ Bedford, Kentucky
Ph: 502-255-7196 Fax: 502-255-4618
www.trimblecountyky.gov*