



SHORT-TERM RENTAL INFO

WHAT IS A SHORT-TERM RENTAL?

SHORT-TERM RENTAL (STR). A dwelling unit, dwelling of any type, room, building, house or other structure or the part of a structure, including a manufactured home, that is or can be utilized as a transient sleeping place by one or more persons for less than one-hundred and eighty (180) consecutive days per rental period primarily engaged in providing short-term lodging (except hotels, motels, casino hotels, and bed-and-breakfast inns), with only one rental residence allowed per parcel, where business and/or commercial events and activities are prohibited. Not to be permitted on lots of non-conforming use nor in commercial, industrial or institutional districts. To fall under NAICS code 721199 and Riverside Code number 721 Schedule O(S).

SHORT-TERM RENTAL MANAGER. The owner of the dwelling proposed to be covered under the license or possession of a letter from the dwelling's owner designating the person or entity as the owner's designated agent for such purpose, or any person or entity that arranges the rental, cleaning, listing, advertising, management, or otherwise assists in the operation of a Short-term rental for a profit. Proof of ownership is required at time of licensing. Short-term rental manager does not include listing services nor online platforms for Short-term rental listings.

STR LICENSE

- a) A valid City of Riverside STR License must be obtained for each separate short-term rental location.
- b) STR Requirements, Good Neighbor Guidelines, and all other occupant regulations, along with the STR License number, must be stated on all advertisements and listings for said STR property.
- c) STR Licensing requires lodging tax registration with the Alabama Department of Revenue.
- d) License are valid for the calendar year of issuance only.
- e) To obtain a Short-term License, or renewal thereof, the person or entity applying for same must submit a notarized affidavit to the City of Riverside Revenue Department attesting that all requirements have been met.
- f) STR License may be revoked or deemed non-renewable in the event that:
 - (i) Three(3) or more substantiated nuisance complaints are received by the City within one calendar year;
- OR -
 - (ii) For failure to maintain compliance with any of the regulations set forth within these guidelines and/or any other municipal, local, state or federal regulation.

STR REQUIREMENTS

- a) Each Short-term rental must meet applicable building and fire codes and be equipped with the following:
 - 1) Maximum of 2 overnight guests per bedroom.
 - 2) Minimum age requirement of primary renter is 20 years.
 - 3) Events, parties, reunions nor any other organized gathering are allowed.
 - 4) Off-street parking shall be provided on the premises. No more than 2 vehicles allowed per reservation. Parking is not allowed on streets, rights-of-ways, nor adjacent properties.
 - 5) Operational smoke and carbon monoxide detectors per floor.
 - 6) One 2.5 lb Class A-B-C fire extinguisher per floor.
 - 7) Prominently displayed and legible 9-1-1 address on building exterior.
- b) The name and telephone number of a local (within 70 miles of STR) responsible party shall be conspicuously posted within each short-term rental. The local responsible party shall answer and respond to all calls from STR occupants and/or local officials, twenty-four (24) hours a day, seven (7) days a week, for the duration of each rental period, in order to address problems or complaints associated with the STR or it's occupants.
- c) Properties located in subdivisions with current subdivision covenants supersede municipal permissive uses for Short-Term Rentals and should therefore be followed.
- d) Owner must remit all applicable taxes as necessary and required by law.
- e) The owner/operator of the STR, shall be solely responsible for the implementation of the listed requirements and that all requirements are met.



REQUIRED STR AFFIDAVIT

To obtain a Short-term Rental License or renewal, the applicant must submit a signed affidavit to the City of Riverside attesting that the following requirements will be met and maintained at all times.

Parking	-Off-street parking shall be provided on the premises. -No more than 2 vehicles allowed per reservation. -Parking is not allowed on streets, rights or ways, nor adjacent properties.
Proof of Ownership / Lodging	-Valid proof of property ownership and Lodging tax number is required at time of licensing and/or renewal.
Operational Detectors	-Operational smoke and carbon monoxide detectors on each floor of structure.
Fire Extinguishers	-One 2.5 lb. Class A-B-C fire extinguisher on each floor of structure.
Exterior Address Displayed	-Prominently displayed and legible 9-1-1 address on building exterior.
Local Responsible Party Contact Posted	-The information for the local responsible party shall be listed on the "Good Neighbor Guidelines" and conspicuously posted inside the unit.
Revocation	-License may be revoked/not renewed when (i) 3+ nuisance complaints are received within a calendar year, or (ii) for failure to maintain compliance with any regulation.
Other Regulations	-Subdivision covenants supersede municipal permissive uses for STR and should be followed. -Must remit all applicable taxes as necessary and required by law.

The owner/operator of the Short-Term Rental(STR) property, shall be solely responsible for the implementation of the listed requirements and that the requirements are met. The owner/operator of the STR property must comply with any other listed or non-listed regulation and that failure to do so shall be deemed a nuisance and may result in revocation of an issued license to operate.



STR GOOD NEIGHBOR GUIDELINES

The Good Neighbor Guidelines are a reminder to Short-Term Rental Owners and Occupants of the importance of being a good neighbor and must be adhered to by all guests and occupants.

24-Hour Contact Information: If at any time an occupant has concerns about their stay or in regards to their neighbors, please call the 24-hour contact number listed at the bottom of this form. In the event of an emergency, call 9-1-1!

General Respect to Neighbors: Occupants shall respect their neighbors and their property. Occupants shall park in STR designated parking ONLY.

Noise: Occupants must be considerate of the neighborhood and their neighbors. The advised Quiet Hours are:

Monday-Thursday 10:00pm to 7:00am
Friday - Sunday 11:00pm to 8:00am

STR Limits:

- **Guests** - Max of 2 overnight guests per bedroom and no more than 8 per reservation.
- **Age** - Minimum age requirement of primary renter is 20 years.
- **Vehicles** - Maximum of 2 vehicles allowed per reservation.

Maintenance of Property: Be sure to pick up after yourself and keep the property clean and free of trash.

Garbage Disposal: Trash containers shall be at the appropriate place and time for pickup, then return them to their designated location.

Parking: No more than 2 vehicles allowed per reservation. Occupant vehicles must be parked on the STR property and may not be parked on the street, rights-of-way, nor adjacent properties. No recreational vehicles, buses, boats or trailers may be stored on the street or forward of the front-property line of the STR property.

Traffic Safety: Occupants must drive slowly through neighborhoods and watch for pedestrians and children playing.

Pets: Occupants must promptly clean up after pets, prevent excessive and prolonged barking, keep pets from roaming the neighborhood, control aggressive pets, and be sure to abide by local leash laws.

No Events on Premise: Using the STR as an event site is not allowed. There shall be no weddings, parties, concerts, or similar events on the premises.

Occupant/Guest Responsibility: Approved tenants and guests are expected to follow the Good Neighbor Guidelines and all other local regulations.