



# Town of Fayette

## Short Term Rental License Application

Questions? Contact Code Enforcement Officer Jessica Leighton  
[fayetteceo@gmail.com](mailto:fayetteceo@gmail.com)  
(207) 685-4373

***For the 2025 calendar year, all short-term rentals must be licensed by January 1, 2025  
Applications for 2025 are due by December 1, 2024***

### **Please Note:**

- An accessory dwelling unit, permitted or constructed after July 1, 2024, may not be utilized as a Short-Term Rental, and shall not qualify for a license.
- Only one Short-Term Rental may be rented at a time on each parcel of land. Applicants may obtain a license for multiple short-term rentals per parcel but may not rent them simultaneously under this license agreement. **For multiple rentals operated simultaneously, a permit for commercial lodging MUST be obtained from the Town of Fayette Planning Board.**

### **Applicant/Owner Information**

*(if not owner, proof of right, title, interest required, i.e. letter of authorization, purchase/sale agreement)*

1. Applicant Name: \_\_\_\_\_
  2. Phone: \_\_\_\_\_ Best way to contact? Phone / Email
  3. E-mail Address: \_\_\_\_\_
  4. Mailing Address: \_\_\_\_\_
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### **Property Information**

1. Address: \_\_\_\_\_
  2. Map/Lot: \_\_\_\_\_
  3. In Subdivision? Yes / No
  4. Type of Rental (i.e. single family home, apartment, campsite): \_\_\_\_\_
  5. Number of bedrooms: \_\_\_\_\_
  6. Type of water supply: \_\_\_\_\_
  7. Is the property located within any Shoreland District? Yes / No
  8. Number of parking spaces: \_\_\_\_\_
  9. Where is STR advertised? \_\_\_\_\_
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### **Emergency Contact Information (if different from applicant)**

**Must remain within 2 hours of property.**

1. Name: \_\_\_\_\_
  2. Phone: \_\_\_\_\_
  3. Physical Address: \_\_\_\_\_
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**Wastewater Disposal**

- 1. Wastewater Disposal Method: \_\_\_\_\_
- 2. Design available?      Yes / No                      *If no, please attach inspection results*
- 3. If within any shoreland district, is property occupied for more than 180 days annually?      Yes / No
- 4. If yes, date that system was last pumped: \_\_\_\_\_  
 NOTE: For shoreland district properties occupied 180 days or more, septic system must be pumped at least every two years.

**Additional Attachments**

- HHE-200 (septic design)
- Plot plan of entire parcel  
(Must show STR location, parking area, location of septic system, other buildings)
- Floor plan of Short-Term Rental  
(Must show bedrooms, hallways, emergency exits, locations of all carbon monoxide and smoke detectors, and any required fire extinguishers)
- Copy of anticipated or current advertisement  
(Must include advertising platform(s), maximum occupancy, parking limits, and performance standards applicable to guests/renters)

I certify that all information given in this Application is accurate and truthful. All proposed uses shall be in conformance with this Application and with the Fayette Short-Term Rental Licensing Ordinance.

I understand that a license will only be issued on the condition that all material representations made by this applicant are true. I also understand that the Town of Fayette may revoke or amend this license if a material representation was inaccurate or missing.

<i>Applicant / Owner Signature</i>	<i>Date</i>
<i>Applicant / Owner Signature</i>	<i>Date</i>
<i>Owner Signature (if different than applicant)</i>	<i>Date</i>

**Municipal Use Only**

Date received: \_\_\_\_\_ Received by: \_\_\_\_\_

Date declared complete: \_\_\_\_\_

Date license issued: \_\_\_\_\_