

LEHIGH TOWNSHIP

1069 Municipal Road • Walnutport, Pa 18088
Phone 610-767-6771 Fax 610-767-1452

SHORT-TERM AND BED & BREAKFAST RENTAL APPLICATION

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED

1. Property Address: _____ Unit #: _____ (if applicable)

2. Property Owner's Name(s): _____
Mailing Address: _____
24-Hour Phone Number: _____
Can this phone number receive text messages? _____
Email: _____

3. Managing Agent's Name: _____
*A managing agent is required if the Property Owner is not a local resident.
Mailing Address: _____
24-Hour Phone Number: _____
Can this phone number receive text messages? _____
Email: _____

4. Type of Dwelling used for Short-Term Rentals or B&B: Single Family Townhome/Condo Multi-Family
 Individual Rooms Accessory Structure: _____
If building is a multi-unit structure, total # of units being used as Short-Term Rentals: _____
If building is a multi-unit structure, a separate application is required for each unit as a short-term rental

5. Total number of bedrooms: _____ Total number of bathrooms: _____

6. Sewage System: Private Septic Public/Community Sewer
If septic, date of last inspection/pump: _____
***Must provide Township with copy of professional evaluation of septic system**
Approximate age of system: _____ Capacity of System: _____

7. Is property within a developed community under the jurisdiction of an HOA/POA? _____
If so, name of HOA:

Application must be submitted with the following:

1. Copy of the current deed.
2. If Private Septic, the location, approximate age and capacity of the sewage disposal system, a professional evaluation of the septic system and proof of pumping within the last 12 months. For new applications, the septic system shall be pumped at the time of application submittal, and documentation of the pumping shall be provided.
3. Copy of current Northampton County Hotel Room Excise Tax Certificate.
4. Copy of current Pennsylvania Sales and Use Tax Permit.
5. Trespass waiver signed by the owner of the property.
6. Annual Registration Fee: \$500.00

I have read, understand, and agree to comply with the provisions set forth in Chapter 180, Article III of the Lehigh Township Code governing Short-Term Rentals and Bed & Breakfast establishments.

I have also read and understand the violation and penalty provisions contained in Chapter 180, § 180-46.1(C) for Short-Term Rentals and Chapter 180-62 for Bed & Breakfast establishments. I acknowledge that any violation of the requirements of Chapter 180 may result in enforcement action, including fines, penalties, and/or the revocation of a Short-Term Rental Permit or Bed & Breakfast Permit. I agree to comply with all applicable federal, state, and local laws, ordinances, regulations, and codes. I further understand that submission of this application does not guarantee the issuance of a Short-Term Rental Permit or Bed & Breakfast Permit, and that approval is subject to review and compliance with all applicable requirements.

Signature of Property Owner: _____ Date: _____

I hereby certify that I am the Managing Agent of the above referenced property and have been given authority to accept service for the Property Owner.

I have read, understand, and agree to comply with the provisions set forth in Chapter 180, Article III of the Lehigh Township Code, including § 180-46.1 for Short-Term Rentals and § 180-62 for Bed & Breakfast establishments. I understand that approval and issuance of a Short-Term Rental Permit or Bed & Breakfast Permit are not guaranteed by the submission of this application.

Signature of Managing Agent: _____ Date: _____

Date Received: _____	Payment Type: _____	MO/Check #: _____
Registration Fee: \$ _____		Inspection Fee: \$ _____
Approved: _____	Denied: _____	Reason for Denial: _____

Permit No.: _____	Zoning Officer: _____	Date Approved: _____
Property Identification Number (PIN): _____		

TRESPASS WAIVER

The undersigned is/are the owner(s) of a parcel of land in Lehigh Township, Northampton County, Pennsylvania, at the following location:

Property Address: _____

Property Identification Number (PIN): _____

The undersigned authorize(s) and allow(s) any agents, employees, public officials or representatives of Lehigh Township to enter upon the above land and enter any structures for the purpose of performing any inspection, site visit or testing necessary to determine compliance with Lehigh Township Code of Ordinances.

The undersigned has/have signed this Waiver this _____ day of _____, 20_____, intending thereby to be legally bound.

Property Owner's Name(s): _____

*If Owner is a corporation, print also the name of the person signing this waiver.

Signature of Property Owner/Authorized Partner: _____