



**HISTORIC
FRANKLIN
TENNESSEE**

Short Term Vacation Rentals (STVR)

Prior to issuing a Certificate of Use and Occupancy approving a Short-Term Vacation Rental in an existing Single-Family Dwelling, the following items shall be addressed:

Approval checklist:

- Application filled out annually.
- A dwelling unit of four bedrooms or less shall be rented in its entirety to someone 21 years of age or older. This includes all structures that are accessory to the single-family dwelling on the premises. Renting individual rooms is not allowed. The owner is not allowed to stay in the home during the rental.
- STVR are allowed only in the following Base Zoning Districts: AG, OR, CC, DD (**ER, R-1, R-2, R-3, R4, R-6 MR, and PD are Half-moon Zoning Districts**) (Check the online Franklin Zoning Map at www.franklintn.gov) See Subsection 5.1.4 R. for half-moon.
- Business License required Annual. (apply at City Hall Utility Billing, 109 3rd Ave. S.) Proof of a valid business license must be presented to BNS annually.
- What taxes do I pay? Hotel 4% Occupancy Tax must be paid monthly to The City of Franklin Revenue Management Dept.
- Local responsible party established and Contact Info Posted inside property. This person must live within 25 miles and be available to respond 24 hours a day if there is a problem. The property owner cannot be the responsible party unless they have another residence less than 25miles away.
- Updated Certificate of Use and Occupancy for Single Family Dwelling Posted.
- Maximum Occupancy Posted (twice the number of sleeping rooms +2, maximum of 10)
- Proof of Insurance Required - \$1,000,000
- It is the requirement of all owner/occupants to verify Covenants, Conditions, and Restrictions (CC&Rs) of their HOA rules on STVRs.
- Neighbor Notification Required if sharing a common wall or driveway.
- Fire Alarm Inspection conducted by Building Inspector.
- The adopted construction codes have specific requirements for buildings where individual rooms are rented (i.e. hotels or apartments) including sprinklers, fire alarms, fire rated assemblies, corridors and stairs. Single



family homes are not designed to this standard. They would need a CO for R-1 or R-2 rather than ‘Single Family Dwelling.’ So, renting individual rooms are not allowed in Single family homes.

2.2.4 Short-Term Vacation Rentals

Conditions:

Rental of whole structure/premises is required. Occupancy must be 24 hours or more and can be up to 21 days. No food may be served. Renter must be 21 years or older. No signage may be displayed onsite. Noise and waste regulations must be observed. Maximum occupancy limit will be enforced. Hotel/motel and other business taxes must be paid as required by the Franklin Municipal Code and/or State Law. Repeated complaints by residential neighbors may result in the Board of Mayor and Aldermen revoking the Certificate of Occupancy to operate the STVR.

Single Family Dwellings with four Bedrooms or more, Hotels and other transient occupancies, Mixed-Use occupancies, Wedding/Event venues, and Bed and Breakfast establishments are not included in the Short-Term Vacation Rental approval. Total square footage shall be less than 4000 sf. Use of Accessory Dwellings as STVRs is allowed. Approval of the STVR does not grant approval of violations of the International Building Code, Residential Code, or Fire Code.

I have read the ordinance and hereby agree to abide by all requirements of this ordinance.

Responsible Party Signature: _____ Date: _____

Address: _____

Telephone Number: _____ Email: _____