

# Borough of Stroudsburg

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## Registration of Short-Term Rental Property in Stroudsburg Borough, PA

2021

Dear Property Owner:

Property owners are required to read and abide by Borough of Stroudsburg Ordinance #1087 entitled "An Ordinance Establishing Certain License Criteria for Short-Term Rental of Residential Dwelling Units", enacted on May 5, 2020.

You are required to file a "**SHORT-TERM RENTAL REGISTRATION FORM**" annually for all residential short-term rental units located within the Borough of Stroudsburg. It is the property owner's responsibility to complete this form annually. The initial fee for this registration is \$250 per rental unit which includes the initial inspection for compliance. Annual renewal applications and a \$150 per unit fee will be required **by May 1<sup>st</sup> each year**. Any additional inspections deemed necessary by the Zoning Officer for confirmation of continued compliance or to address any issues will result in an additional \$100. inspection fee per unit.

A fine of up to **\$1,000** per day or **Rental License Revocation** may be assessed against any property owner who:

- fails, neglects or refuses to register his/her rental property
- refuses to abide by the rules and regulations set forth by The Borough of Stroudsburg
- refuses to allow access to the Building or Codes Department for Inspection
- or, any person who knowingly provides incomplete, false, or fraudulent information

If you have multiple properties within the Borough, please complete a separate form for each separate rental property address. Up to 4 units can be listed on each form for each address. A list of common inspection items is shown on the back of this letter.

If you have any further questions or problems, please feel free to contact me at [RKimes@StroudsburgBoro.com](mailto:RKimes@StroudsburgBoro.com) or 570-421-5444 ext 109. Thank you for your anticipated cooperation.

Sincerely,

Ron Kimes  
Zoning and Code Enforcement

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Lawrence E. Kopp, Borough Manager ❖ Joseph P. McDonald, Jr., Esq, Borough Solicitor

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Municipal Building, 700 Sarah Street, Stroudsburg, PA 18360  
570-421-5444 (P) ❖ 570-421-2690 (F)  
[www.StroudsburgBoro.com](http://www.StroudsburgBoro.com)

**All short-term home rentals shall be equipped with the following:**

1. Smoke detectors in each bedroom;
2. Smoke detectors outside each bedroom in common hallways;
3. Smoke detectors on each floor;
4. GFI outlets for outlets located within six feet of water source;
5. Aluminum or metal exhaust from dryer;
6. Carbon monoxide detector from open flame (oil or gas) furnace, gas or wood fireplace, or wood burning stove;
7. Carbon monoxide detector if garage is attached;
8. Fire extinguisher in kitchen;
9. Stairs (indoor and outdoor) in good condition;
10. Swimming pools, hot tubs and/or spas must meet the barrier requirements as indicated in Appendix G of the 2009 International Residential Code; and
11. Any other occupancy requirements which may be added by ordinance revision of the Stroudsburg Borough Council.