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

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 1st 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 Judy Cherepko at JCherepko@Stroudsburgboro.com or 570-421-5444 ext 109.

Thank you for your anticipated cooperation.

Sincerely,

Larry Kopp
Borough Manager

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.