

SHORT TERM RENTAL LICENSE APPLICATION

SADSBURY TOWNSHIP – CRAWFORD COUNTY

9888 State Highway 285, Conneaut Lake, PA 16316 • 814-382-8579

SECTION I: OWNER/APPLICANT INFORMATION

PROPERTY OWNER NAME(s) _____

MAILING ADDRESS _____

PHONE #s Home _____ Cell _____ Email _____

PERSON IN CHARGE _____

MAILING ADDRESS _____

PHONE #s Home _____ Cell _____ Email _____

SECTION II: PROPERTY INFORMATION

PROPERTY ADDRESS _____

NUMBER OF BEDROOMS _____

LICENSED OCCUPANCY (2x BEDROOMS +4) _____

IS THIS A MULTI-UNIT STRUCTURE? YES _____ NO _____

IF YES, NUMBER OF DWELLING UNITS USED AS SHORT-TERM RENTALS _____

ON-SITE PARKING SPACES _____

IS PROPERTY ON A PUBLIC SEWER SYSTEM? YES _____ NO _____

IF NO, THE ON-LOT SYSTEM MUST FUNCTION PROPERLY AND CAN ACCOMMODATE THE ADDITIONAL LOADING

ATTACHMENTS REQUIRED

Property Plan with structure and parking areas shown

Property Listing Sites (AirBnB, Vrbo, self, etc)

Copies of the current Crawford County Hotel Room Excise Tax Certificate and Pennsylvania Sales Tax and Use Certificate

<https://crawfordcountypa.net/wp-content/uploads/2026/02/HotelBedTaxLicenseApp.pdf>

Proof of weekly refuse collection

SECTION IV: SIGNATURE

By my signature below, I hereby certify that the information provided is true and correct. Upon receipt of a Short-Term Rental License, I agree to abide by the Regulations of Sadsbury Township including all applicable ordinances and regulations of the Township, and laws and regulations of the Commonwealth of Pennsylvania.

Owner Signature _____ Date _____

Person in Charge (if appropriate)

Signature _____ Date _____

SECTION V: REVIEW BY ZONING OFFICER – OFFICE USE ONLY

LICENSE # _____

Zoning Officer: _____ Date Received: _____ Approved/Denied: _____

PAID BY: _____

CHECK # _____ DATE: _____

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Owner Certification

All Short-Term rentals shall be equipped with the following:

- Smoke and Carbon Monoxide detectors on each floor and in good working order
- GFI outlets located per Pennsylvania Uniform Construction Code requirements
- Aluminum or metal exhaust from dryer (if present)
- Fire extinguisher in kitchen, conspicuously located
- Stairs and handrails (indoor and outdoor) in good condition
- Swimming pools, hot tubs, and spas must meet the barrier requirements and indicated in the Pennsylvania Uniform Construction Code
- Evidence of weekly refuse service

Additional Requirements:

All parking must be off of the road right of way

911 address must be posted visible to the street

Golf carts are not permitted on public roads in Sadsbury Township or anywhere in the Commonwealth of Pennsylvania per PA Vehicle Code Title 75. Only Neighborhood Electric Vehicles licensed through the Pennsylvania Department of Transportation are permitted on public roads with speed limits not exceeding 25 mph.

Acknowledgement & Signature:

Owner/Person-in-Charge _____

Date: _____