

Village of Lazy Lake
Vacation Rental Registration Application

Application Submittal Date_____

_____New Application _____ Renewal Application

Background: Ordinance 2022-01, entitled "Vacation Rentals" of the Code of Ordinances of the Village of Lazy Lake, provides for regulation of vacation rentals as defined in Section 509.242, Florida Statutes, as amended.

Definition of Vacation Rental: Any unit or group of units in a condominium or cooperative or any individually or collectively owned residential property, house or dwelling unit that is rented to guests more than three times in a calendar year for periods of less than 30 days or one calendar month, whichever is less, or which is advertised or held out to the public, as a place regularly rented to guests, but that is not a timeshare project.

Vacation Rental Fee Schedule	
NEW Vacation Rental Registration (includes the first inspections) **Fee is due at time of submittal and is non-refundable.**	$750.00
ANNUAL RENEWAL Registration Fee Renewal requirements will be provided in the renewal notice. **Fee is due at time of submittal and is non-refundable.**	$350.00
No-Show Inspection	$139.00
Late Registration Payment Fee (10% of amount fee per month)	$35.00 per month
Pre-inspection Fee	$260.00

ALL registrations shall expire on September 30th of each year.

Property Owner Contact Information

Name_____

Primary Phone_____ Secondary Phone_____

Home Address_____

Mailing Address_____

Email_____

Is the property owner the responsible party? Yes_____ No_____

Responsible Party Contract Information (Please note if it's the Property Owner)

Name_____

Primary Phone_____ Secondary Phone_____

Home Address_____

Mailing Address_____

Email_____

Emergency Contract Phone Number_____

Note: The responsible party must be a corporation, business, the property owner or the person or company designated by the owner of the property to be called upon to answer for the maintenance of the property and the conduct and acts of occupants of residential parties. Must be available twenty-four (24) hours a day, seven (7) days a week to answer and respond to complaints and/or address violations at the property. The responsible party must be situated close enough to the property to be able to, and shall, respond in person within sixty (60) minutes of notification from including, but not limited to, the Broward County Sheriff's Office, the Village's designated representative, and/or a Broward Code Compliance officer on issues related to the vacation rental.

Vacation Rental Property Information

Vacation Rental Address_____

Legal Description (i.e., Lot Folio Number, Block, Subdivision Name) _____

_____

Square Footage of the Structure_____ Number of Dwelling Units_____

Number of Bedrooms_____ Number of Bathrooms_____

Number of Parking Spaces in Garage and off-street_____

Identify any and all website addresses the property owner uses to advertise the Residential property for rent as a

Vacation Rental_____

Other Property Information within the Village of Lazy Lake

The legal description of all other property owned by the property owner of the vacation rental located within the City of Lazy Lake (i.e., address, lot folio number, block and subdivision name)

Address_____

Legal Description (i.e., Lot Folio Number, Block, Subdivision Name) _____

_____

Address_____

Legal Description (i.e., Lot Folio Number, Block, Subdivision Name) _____

_____

Vacation Rental Maximum Number of Occupants

Indicate the maximum number of occupants the Vacation Rental will have both overnight and at all times other than overnight.

Maximum number of occupants the Vacation Rental will have overnight: _____

Note: Maximum occupancy. The maximum number of occupants authorized to stay overnight at any vacation rental shall be limited to two (2) persons per sleeping room as defined under the Florida Building Code, plus two (2) additional persons that may sleep in a common area.

Maximum number of occupants the Vacation Rental will have at all times other than overnight: _____

Note: Maximum gathering. The maximum number of persons allowed to gather at a vacation rental shall not exceed one and one-half (1 ½) times the maximum occupants as shown on the certificate of compliance for the vacation rental license but in no event shall a gathering exceed twenty (20) persons on any given property.

Documents Required to be Submitted with Application	Yes	No
City of Lazy Lake - Complete, sign, and notarize the Vacation Rental application which includes the Vacation Rental Affidavit of Compliance and Acknowledgment indicating the maximum number of occupants the Vacation Rental will have both overnight and at all times other than overnight (found at www.lazylakefl.us). The application, all documents and the appropriate fees must be mailed to: Ottinot Law, P.A. 5944 Coral Ridge Drive, PM #201 Coral Springs, FL 33076. Attn: Lazy Lake Administrator **NEW** Vacation Rental Registration Fee is $750.00 **RENEWAL** Vacation Rental Registration Fee is $350.00 **Fee must be paid at time of submittal and is non-refundable.**		
Proof of registration with Florida Department of Business and Professional Regulation (DBPR) for a transient public lodging establishment (found at www.myfloridalicense.com). Mail with the application.		
Proof of registration with Broward County - Business Tax Receipt (found at www.broward.county-taxes.com/btexpress). Mail with the application.		
Proof of ownership - Broward County Property Appraiser's (BCPA) Property Information Sheet and / or proof of owner's current ownership of the property (found at www.bcpa.net; click Property Search"). Mail with the application.		

Interior building sketch by floor - A building sketch (may be hand drawn) by floor shall be provided, showing a floor layout and demonstrating compliance with the standards and requirements set forth in this Article. The sketch provided shall be drawn to scale, and shall show and identify all bedrooms, other rooms, bathrooms, exists, hallways, stairways, smoke and carbon monoxide detectors, fire extinguishers and exit signage/lighting. Mail with the application.		
Exterior site sketch - A sketch showing and identifying all structures, pools, spas, hot tubs, fencing and other uses, including the number and the location of all on-site parking spaces for the vacation rental. Mail with the application.		

ALL registrations shall expire on September 30th of each year.

Signature of the property owner grants authorization to the Village of Lazy Lake, and its agents and contractors, to inspect the premises of the Vacation Rental unit prior to the issuance of the Vacation Rental certificate of compliance and at any other time after issuance of the certificate concerning compliance with the Village Vacation Rental Code. Signature also certifies that the property owner and responsible party have read and examined this application and that same is true and correct.

Property Owner Name (Please Print):_____

Property Owner Signature:_____ Date:_____

Responsible Party Name (Please Print):_____

Responsible Party Signature:_____ Date:_____

Submission of an incomplete registration application form shall result in rejection of the application. It shall be unlawful for any person to give any false or misleading information in connection with the application for registration. The registration fee is non-refundable.

Affidavit of Compliance

Property Address:_____ Date:_____

STATE OF FLORIDA

COUNTY OF BROWARD

I am, on the date this Affidavit is signed by me, the owner of, or person who is authorized on behalf of an entity that owns the residence located at_____ (property address) within the Village of Lazy Lake, Florida.

I am, on the date this Affidavit is signed by me, the Responsible Party for the residence located at _____(property address) within the Village of Lazy Lake, Florida.

On _____ (date) I (property owner) submitted an application for registration of the residence as a Vacation Rental and request for a Certificate of Compliance to the Village of Lazy Lake.

I hereby certify that the Vacation Rental is in compliance with the provisions of Ordinance 2022-01 and other applicable local, state, and federal laws, regulations, and standards to include, but not limited to Chapter 509, Florida Statues, and Rules, Chapter 61C and 69A, Florida Administrative Code, and will continue to operate within those guidelines including but not limited to the following:

Vacation Rental Compliance Requirements and Standards:

The following standards shall govern the use of any vacation rental as a permitted use:

1. Minimum life/safety requirements.
    a. Swimming pool, spa and hot tub safety. A swimming pool, spa or hot tub shall comply with the current standards of the Residential Swimming Pool Safety Act, F.S. ch. 515. All fences surrounding pools, spas, or other bodies of water, must have gates that are self-closing/self-latching, and all gates shall remain closed when not in use.
    b. Sleeping rooms. All sleeping rooms shall meet the minimum requirements of the Florida Building Code.
    c. Smoke and carbon monoxide (CO) detection and notification system. A smoke and carbon monoxide (CO) detection and notification system within the vacation rental unit

interconnected, hard-wired, and receiving primary power from the building wiring. The smoke and carbon monoxide (CO) detection and notification system shall be installed and continually maintained consistent with the requirements of Section R314, Smoke Alarms, and Section R315, Carbon Monoxide Alarms, of the Florida Building Code – Residential. Any smoke alarm required by this subsection shall meet all standards for new construction that may be contained within the Florida Building Code and/or Florida Fire Prevention Code. A 10-year lithium battery smoke alarm may be used in lieu of a hard-wired smoke alarm.

d. Fire extinguisher. A portable, multi-purpose dry chemical 2A:10B:C fire extinguisher shall be installed, inspected and maintained in accordance with NFPA 10 on each floor/level of the unit. The extinguisher(s) shall be installed on the wall in an open common area or in an enclosed space with appropriate markings visibly showing the location.

e. Emergency contact/responsible party placard. An emergency contact/responsible party placard shall be mounted on the wall inside the front door. Information on the emergency contact/responsible party placard shall include, but not be limited to, the name of the emergency contact person/responsible party and a telephone number that is accessible twenty-four (24) hours a day seven (7) days a week.

f. Public safety contact placard. A placard containing the City's Police and Fire Department names, and their emergency and non-emergency phone numbers shall be mounted on the wall inside the front door.

2. Maximum occupancy. The maximum number of occupants authorized to stay overnight at any vacation rental shall be limited to two (2) persons per sleeping room as defined under the Florida Building Code, plus two (2) additional persons that may sleep in a common area.

2. Maximum gathering. The maximum number of persons allowed to gather at a vacation rental shall not exceed one and one-half (1½) times the maximum occupants as shown on the certificate of compliance for the vacation rental license.

3. Solid waste handling and containment. For purposes of this Section, no solid waste container shall be placed at curbside for pickup before 6:00 p.m. on the day prior to pick up and be removed from curbside no later than midnight the day of pickup.

A placard providing notice of the location of the trash storage containers and rules for collection shall be mounted on the wall inside the front door.

Signage shall be mounted on the solid waste handling containers indicating the hours and day for pickup.

5. Minimum vacation rental/lease agreement wording. The vacation rental/lease agreement shall contain the minimum information as provided for in Section 7 of the Ordinance.

4. Minimum vacation rental lessee information. The vacation rental lessee shall be provided with a copy of the information required in Section 7 of the Ordinance.

5. Designation of a vacation rental responsible party capable of meeting the duties provided in Section 5 of the Ordinance.

6. Advertising. Any advertising of the vacation rental unit shall conform to information included in the vacation rental certificate of compliance and the property's approval, particularly as this pertains to maximum occupancy.

7. Posting of certificate of compliance. The certificate of compliance shall be posted on the back of or next to the main entrance door and shall include at a minimum the name, address and phone number of the responsible party.

8. Video and audio surveillance. If video and/or audio surveillance systems are used, notice shall be posted at minimum on the wall inside the front door. Video and/or audio surveillance systems are prohibited in areas of a rental where one would reasonably expect there to be privacy. These areas include, but are not limited to, bedrooms, bathrooms, closets, and showers.

I hereby acknowledge that I have reviewed the above regulations, reviewed the Village's Vacation Rental Ordinance and I am in compliance.

_____
SIGNATURE OF OWNER OF PROPERTY

_____
PRINTED NAME OF OWNER OF PROPERTY

STATE OF FLORIDA
BROWARD COUNTY

Notary Public

Seal

On this, the ____ day of _____, 20____, before me by means of □physical presence or □online notarization, the undersigned Notary Public of the state of Florida, appeared_____ and whose name(s) is/are subscribed to the within instrument, WITNESS my hand and official seal:

Personally known to me, or produced identification (list type of identification provided):
_____

□ DID take an oath □ DID NOT take an oath

_____
NOTARY

I hereby acknowledge that I have reviewed the above regulations, reviewed the Village's Vacation Rental Ordinance and I am in compliance.

_____
SIGNATURE OF RESPONSIBLE PARTY

_____
PRINTED NAME OF RESPONSIBLE PARTY

STATE OF FLORIDA

BROWARD COUNTY

Notary Public

Seal

On this, the ____ day of _____, 20____, before me by means of □physical presence or □online notarization, the undersigned Notary Public of the state of Florida, appeared_____ and whose name(s) is/are subscribed to the within instrument, WITNESS my hand and official seal:

Personally known to me, or produced identification (list type of identification provided):
_____

□ DID take an oath □ DID NOT take an oath

_____
NOTARY