



TOWN OF JACKSON

OFFICE OF THE SELECTMEN

SHORT TERM RENTAL CONDITIONAL USE PERMIT INSTRUCTIONS

At the Town of Jackson Annual Town Meeting on March 12, 2020, the legislative body approved an amendment to the Town of Jackson Zoning Ordinance entitled Section 4.4, Short Term Rentals. This new ordinance provision requires all owners of Short Term Rentals (including those in existence at the time of adoption of this ordinance) to apply for a conditional use permit. The Zoning Ordinance is available on the Town of Jackson website: jackson-nh.org

Attached is the conditional use permit application form. The fee is \$150.00 payable to the Town of Jackson.

Upon receipt of your application, the Select Board will forward it to the Jackson Planning Board who will place your application on the agenda for their next meeting (2nd Thursday of each month at 7pm). The Planning Board will review your application and provide the Select Board with written comments on your application.

Upon receipt of the Planning Board's written comments, the Select Board will then place your application on the agenda for their next meeting (either the 2nd or 4th Tuesday of each month at 3:30pm) and either approve or deny your application.

If the Select Board does not incorporate the Planning Board's comments directly into their decision, then they will set forth their findings and decisions regarding the Planning Board's comments. See RSA 674:21, II.

See Section 4.4.3.6 for the criteria that the Select Board will use when deciding whether or not to approve your application.

See Section 4.4.4 for your responsibilities as the owner of a Short Term Rental, if approved.

See Section 4.4.3.5 for the appeal process.

Although a Conditional Use Permit runs with the land, if the property transfers ownership, within 60 days of the closing the new owner will be required to provide the Town with their own contact information and a new affidavit agreeing to the conditions of the permit.