



Standard Conditions for Short Term Rentals

Lake Wabaunsee Addendum

1. The Conditional Use Permit (CUP) holder shall maintain a list of all individuals using the rental structure, including name, address, and telephone information and the dates and times they stayed.
2. CUP holders shall maintain liability insurance on the rental structure and provide proof within 14 days of CUP approval and upon request by the Zoning Administrator. Aggregate policy limits shall be at least \$1,000,000 for liability coverage.
3. CUP holders shall provide and have available for review a guest book that provides guidance to renters on appropriate land usage, parking, trespassing, quiet hours and other items of interest to renters.
4. CUP holders shall provide all neighbors within 100 ft of the property with the CUP holders' contact information including home or mobile number. CUP holders shall also designate a point of contact who is a full-time resident of Lake Wabaunsee and provide such information to the neighbors and the Zoning Administrator.
5. CUP holders shall abide by all State, County, Lake or applicable City regulations and make reasonable efforts to ensure renters do the same.
6. CUP holders will monitor burn bans and if a ban impacts a time when renters are present, the CUP holder or Point of Contact shall take reasonable steps to secure any fire pit or fire area to ensure it is not used.
7. Prior to applying for a STR CUP for a property, the owner and/or associated parties must:
 - a. Have owned that property at the lake for at least the most recent two years prior to applying for the STR CUP.
 - b. have the applicant's name be shown on the property title as the owner or as one of the owners.

There is a limit of two STR CUP's for each CUP holder and their associated parties. The applicant and/or their associated parties must own the second property for two years prior to applying for an STR CUP.

8. **Once granted by the Wabaunsee County Commissioners, the CUP will be in effect for two years** after which it will expire unless a renewal is applied for and granted. An annual review with the owner and Zoning Administrator will be completed within 30 days of the permit anniversary date.
9. CUP holder will have trash service with LWID and provide proof with the CUP Application.
10. The proposed rental property will be inspected by the Zoning Administrator and owner prior to approval, and information including sleeping capacity (bedrooms x 2 plus 4), parking (where and how many), boat dock capacity, etc. Information gathered from the Wabaunsee County Appraisers office will be used in part to verify rental capacity.
11. Cup applicants should be aware of Zoning Regulation Sections 31-113, 31-114, & 39-103 which address suspension, revocation, and criminal charges regarding CUP. The Zoning Regulations can be found in the Zoning portal at wbcounty.org.
12. To preserve the single family zoning and nature of Lake Wabaunsee, there will be a limit of 10 Short Term Rentals within the area governed by LWID.