

Summary of Ship Bottom Ordinance 2025-09C

A Plain-Language Overview of the New Short-Term Rental Regulations

1. Purpose of the Ordinance

The Borough states that short-term rentals (STRs) have expanded significantly and require regulation to preserve residential character, protect public safety, ensure compliance with Borough codes, and manage the impact of transient occupancy.

2. Key Definitions Introduced

Includes definitions for Short-Term Rental (STR), Owner-Occupied, Principal Residence, Responsible Party, and Transient Occupant.

3. STR Eligibility and Property Classifications

Outlines eligible STR property types including certain condominiums, single-family homes, portions of two-family homes, and limited multifamily dwellings.

4. STR License Requirement

A valid STR license and rental Certificate of Occupancy are required. Licenses expire annually and are non-transferable. New ownership requires a new application.

5. STR License Fees

Initial license: \$500

Initial year total: \$925

Annual renewal: \$325

Reinspection: \$85

6. Required On-Site Postings and Operational Rules (Updated)

Property must display key contact info, occupancy limits, parking rules, trash/recycling schedules, and emergency information.

The responsible party must be reachable 24/7 and able to appear in person at the property within 2 hours of Borough notification.

Owners must maintain a guest registry including names, dates of stay, and bedroom assignments.

7. Complaint Process

All complaints are logged. Owners or responsible parties must respond or appear promptly. Repeated violations may result in suspension.

8. Enforcement

Enforced by Municipal Clerk, Rental Property Officer, Code Enforcement, Police, Fire, and LBI Health Department.

9. Violations and Penalties

Violations include operating without a license, exceeding occupancy, failure to maintain records, and non-responsiveness. Penalties follow Chapter 1.08.

10. New Tax Provisions

Establishes a 3% Hotel & Motel Occupancy Tax and applies Transient Accommodation Tax to STRs, including bookings via online platforms.

11. Rental Property Officer

New position created to manage STR program, conduct inspections, enforce rules, and maintain records.

12. Repealer and Severability

Conflicting ordinances repealed; invalidated sections do not affect the remainder.

13. Effective Date

Becomes effective after final adoption and publication.