



# Montgomery County, Virginia

## Short-Term Tourist Rentals

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The nature of lodging has changed dramatically in the past few years, with many individuals wishing to utilize their private residence, or another residence under their ownership, as a short-term rental for transient guests. Property owners may offer residences for short-term rental by advertising the rental independently or by utilizing a short-term rental service (i.e. AirBnB, VRBO, etc.). Short-term rentals present a number of unique challenges that are not seen in traditional lodging types or in traditional single-family occupancy. For this reason, the Montgomery County Zoning Ordinance regulates short-term rentals located in the unincorporated portions of the county.

Montgomery County Code defines a Short-Term Tourist Rental as a single-family dwelling, or portion thereof, located on an individual lot that is rented for compensation to short-term transient guests. The operator does not live on the same parcel or an adjacent parcel. Short-Term Tourist Rentals are allowed by-right in the A-1 Agricultural Zoning District and by a Special Use Permit in RR, R1, R2, R3, and RM-1.

The Zoning Ordinance also has other regulations regarding Short Term Tourist Rentals which must be observed in operating the establishment:

1. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Virginia Department of Health.
2. Parking for the short-term tourist rental shall be located in driveways and other designated approved parking areas. The parking of vehicles is prohibited in or along all rights-of-way and in yards.
3. Property boundaries, or limitations within the property's boundaries where transient guests are allowed, must be clearly marked at all times.
4. There shall be no visible evidence of the conduct of such short-term tourist rentals on the outside appearance of the property.
5. There shall be no signage identifying the use as a short-term tourist rental.
6. The short-term tourist rental shall meet all requirements for fire safety as outlined in the Virginia State Fire Prevention Code.
7. A property management plan demonstrating how the short-term tourist rental will be managed and how the impact on neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants and utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to County staff, public safety officials and, if applicable, the HOA/POA of the subdivision. The plan must be provided as part of the rental contract.
8. If the property is located within a subdivision governed by a homeowners' association/property owners' association, the Planning Department must receive a written recommendation of approval or disapproval from the HOA/POA to operate the short-term

tourist rental.

9. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood.
10. A copy of Section 7, Article 4 of the Montgomery County Code relative to noise must be provided at the short-term tourist rental.
11. The short-term tourist rental shall provide a connection to local phone service.
12. All outdoor burning shall be done in compliance with Section 4, Article 1 of the Montgomery County Code.

Individuals offering property for short-term rental must also contact the Montgomery County Commissioner of the Revenue to ensure that all applicable meals and lodging taxes are paid to the County.

**To obtain approval for your Short-Term Tourist Rental please complete page 3 of this document and remit payment of \$30.00. Upon approval by staff, a Zoning Permit will be issued.**

**Montgomery County Planning & GIS Services  
755 Roanoke Street Suite 2A, Christiansburg, VA 24073  
Telephone: 540-394-2148 Email: [mcplan@montgomerycountyva.gov](mailto:mcplan@montgomerycountyva.gov)**



# Montgomery County, Virginia Short-Term Tourist Rental Application

## OWNER INFORMATION

*If signing on behalf of a Corporation, Partnership, or LLC, please specify your title, include the name of the entity and provide documentation clarifying your authority to sign on behalf of the entity.*

Property Owner Name: \_\_\_\_\_

Property Owner Site Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

## SHORT-TERM TOURIST RENTAL INFORMATION

Site Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

Total Number of Bedrooms: \_\_\_\_\_ Emergency Contact Phone Number: \_\_\_\_\_

Water Service:  Public  Private Sewer Service:  Public  Private\*

*\*Approval by the Virginia Department of Health is required.*

**I certify that I have read and understand the Short-Term Tourist Rental regulations and the proposed use complies with current county zoning regulations. I also certify that I have reviewed and agree to the Supplemental Regulations for Short-Term Tourist Rentals (Section 10-41.6). I understand that violation of any of these conditions could result in revocation of this approval and possible legal action by Montgomery County.**

\_\_\_\_\_  
Applicant Signature Date

**Submit this form and associated documents for approval to [mcplan@montgomerycountyva.gov](mailto:mcplan@montgomerycountyva.gov)**



## Montgomery County, Virginia Short-Term Tourist Rental

### **The following documentation must accompany your application for Short Term Tourist Rental:**

1. Documentation from the Virginia Department of Health providing evidence that the septic system on site will support the proposed occupancy of the Short-Term Tourist Rental. Acceptable forms of documentation include a copy of the approved Operations Permit for the property, a Safe Adequate and Proper Letter, or other written documentation from VDH.
2. Property management plan detailing how the rental will be managed and how impacts to adjacent properties will be minimized. The plan must also include a listing of the local points of contact to respond to complaints or maintenance issues. A copy of this plan must also be posted in a prominent location within the Short-Term Tourist Rental.
3. Written approval from Home Owners Association/Property Owners Association to operate the Short-Term Tourist Rental (if property is located in a subdivision with HOA/POA).
4. Copy of floorplan of the Short-Term Tourist Rental, showing location of fire extinguishers and emergency evacuation routes. A copy of the plan must also be posted in a prominent location within the Short-Term Tourist Rental.
5. Documentation of the connection to local phone service (i.e. proof of landline, internet-based phone service, or cellular service coverage).

**All applicants are also required to register the Short-Term Tourist Rental with the Montgomery County Commissioner of the Revenue, and remit payment of the required lodging taxes to the Commissioner's Office.**

**All applicants must also consult the Montgomery County Building Department on applicable regulations regarding the Virginia State Building Code and other permitting requirements.**