

Neighbor Notice of Short-Term Rental Application - Mailed



Applicant Property Address: _____

Applicant Name: _____

Date: _____

Dear Property Owner,

This notice is to inform you that the owner of the property listed above has applied for a Short-Term Rental (STR) License with the City of Roeland Park. A short-term rental is a residential property that is rented for less than 30 consecutive days.

Why you are receiving this notice

City ordinance requires applicants for a short-term rental license to notify owners of record of properties located within 100 feet of the proposed rental. This notice gives you the opportunity to share any concerns with the City before a license is issued.

Under City Code, if the City receives more than two written objections, the application will be forwarded for additional review. If no response is received, it will be assumed that there is no objection to the license being issued.

How to respond

Please indicate your response below and return this form to the City **within two weeks of receipt.**

You may return this form by:

- Mail (using the enclosed self-addressed envelope)
- Email: frontdesk@roelandpark.org
- Fax: 913-722-3713
- In person: Roeland Park City Hall, 4600 W. 51st St. (Open Mon-Fri; 8-5PM)

Questions?

Contact the City of Roeland Park at 913-722-2600 or visit www.roelandpark.org/235/Rental-Inspections

Thank you for taking the time to respond.

Sincerely,

Notice of Short-Term Rental Application - Neighbor Response



Applicant Property Address: _____

Applicant Name: _____

Date: _____

Please check one:

☐ I/we have **no objection** to the issuance of a short-term rental license.

☐ I/we **object** to the issuance of a short-term rental license.

If you object, please briefly state the reason:

Property Owner of Record: _____

Signature: _____

Date: _____

Important: Only the property owner(s) of record may complete and sign this form. Responses submitted by tenants or other occupants will not be accepted.