



City of Anna Maria

What is a vacation rental? A vacation rental is collectively a vacation rental as defined under Florida Statutes, which is rented more than three times in a calendar year for periods of less than 30 days or 1 calendar month, whichever is less, and any transient public lodging establishment that does not have on-site management, which is located in the single family and/or two-family residential dwelling zoning districts of the City.

Who is a vacation rental owner? A vacation rental owner is the fee simple owner of the Vacation Rental, whether an individual, partnership, corporation, limited liability company, trust, or other entity. In the event the Vacation Rental Owner is not an individual, each and every person who owns 20% or more of the equitable interest in the Vacation Rental shall also be deemed a Vacation Rental Owner.

What is expected of me as a vacation rental owner? A vacation rental owner shall register their property with the City of Anna Maria using the forms found on the city website, or that are available at city hall but can also be obtained through some of the local real estate agents. A vacation rental owner must become familiar with the Vacation Rental Ordinance, and must ensure that the ordinance requirements are consistently met. The ordinance can be viewed on the City's website, and a copy is available at City Hall for review.

When do I need to apply? Everyone that has a vacation rental must apply no later than April 1, 2016.

What do I need to provide with the application?

- A completed vacation rental registration form.
- Payment of \$695.00.
- A copy of the vacation rental's current and active license, as a transient public lodging establishment with the Florida Department of Business and Professional Regulation, if the registrant has such license.
- A copy of the vacation rental's current and active certificate of registration with the Florida Department of Revenue for the purposes of collecting and remitting sales surtaxes, transient rental taxes, and any other taxes required by law to be remitted to the Florida Department of Revenue, if the registrant has such certificate of registration
- Copy of the Manatee County Tax Collector registration for the purposes of collecting and remitting tourist development taxes and any other taxes required by law to be remitted to the Manatee County Tax Collector, if the registrant has such account.
- Exterior site sketch showing all structures, pools, spas, hot tubs, fencing, and uses, including areas provided for off-street parking off-street parking spaces, which shall be delineated so as to enable a fixed count of the number of spaces provided. The sketch may be hand drawn.
- Interior building sketch by floor. A building sketch by floor shall be provided, showing a floor layout identifying all bedrooms, other rooms, exits, hallways, stairways. The sketch may be hand drawn.

Will there be an inspection, how do I schedule it, what will be inspected, and how long will it take?

There will be an inspection, and you may schedule online or by calling Island Property Inspections (941) 315-3127. The inspection usually takes anywhere from 30-40 minutes. The inspection will be to check the number of bedrooms, and verifying the property is in compliance with the Florida Building Code and the Florida Fire and Life Safety Code.