



THE COMMISSIONERS OF ST. MICHAELS

SETTLED 1670-1680

INCORPORATED 1804

300 MILL STREET
P.O. BOX 206
ST. MICHAELS, MD 21663

TELEPHONE: 410.745.9535

FACSIMILE: 410.745.3463

Bed & Breakfast (B&B):

New development or conversion of existing buildings to a B&B are required to be approved by formal Site Plan review and approval per Chapter 110, Site Plan Review, § 110-03 Compliance Required, Site Plans. Bed & Breakfast Applications are allowed only in the following zoning districts as follows:

1. (CC) Central Commercial Zoning – Permitted Use
2. (MC) Maritime Commercial Zoning – Permitted Use
3. (R-2) Residential Zoning – Only through a Special Exception Application approved by the Board of Zoning Appeals. Applications are available at the Town Administrative Offices

Application

- A. **Fees** – Authorized by Chapter 42 Code of St. Michaels, Resolution 2-23-01.
Initial Review and Permit: \$250
Yearly Renewal Permit: \$100
(Payable to Commissioners of St. Michaels)

B. **General Information Required:**

Address: _____

Property Owners Name: _____

Resident Manager's Name: _____

Number of Guest Rooms: _____

Number of Employees: _____

Contact Information for Owner and/or Resident Manager (phone & email) :

Parking Spaces Provided on Site: _____



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(Per § 340-146 Table 146A Minimum Parking Requirements of the Zoning Ordinance (1 per guest unit, 1 per manager/resident required, 1 per employee).

C. Operational/Regulatory Requirements:

The zoning code requires certain operational requirements as noted below in A-I.

§ 340-145 Residential Use Categories: Bed & Breakfast uses are considered a form of lodging and rental of such is limited to 4 months or less for any one renter per year.

§ 340-70. Bed-and-breakfast (also referred to as "B&B")

Bed-and-breakfast use is subject to the following conditions per the Zoning Ordinance.

- A. The principal dwelling unit is the permanent residence of the owners of the property or the resident manager. The Planning Commission may allow the dwelling unit for the owner or resident manager of the B&B to be in a separate structure from the guest rooms, located on the same lot or parcel of land provide all other zoning requirements are met.
- B. Where the dwelling unit exists in a separate structure from some or all of the guest rooms, a structure with four (4) or more guest rooms, no dwelling unit, and a common dining area for guests may include a kitchen to be used by management in the preparation of breakfast for guests between the hours of 6:00 a.m. and 10:30 a.m. This kitchen shall not be accessible to guests.
- C. No more than eight (8) guest rooms;
- D. At least one full bathroom per two (2) guest rooms. Bathrooms must be for the exclusive use of the occupants of the guest rooms and shall be accessible from each guest room without going through another guest room or sleeping room.



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- E. Each guest room and guest facility within a structure shall be accessible from all other guest rooms and guest facilities within the same structure without exiting the structure or resorting to exterior stairs.
- F. A B&B may provide breakfast (but not other meals) in exchange for compensation only to occupants of the guest rooms.
- G. A B&B shall contain no substantial food storage or preparation facilities in any guest room and shall not permit occupants of guest rooms to prepare meals upon the premises however accessory appliances such as a mini-refrigerator, coffee maker, and/or micro-wave oven solely for the convenience of the occupants may be provided in guest rooms.
- H. The commencement of the use of a B&B shall constitute a new or different use requiring an occupancy permit from the Town.
- I. Accessory Uses.
 - (1) Accessory uses may include the leasing of part or all of the premises (exclusive of the owner or resident manager's dwelling as required in this Chapter) for weddings, wedding receptions, family reunions, business activities and other events similar in nature (hereinafter, "event packages"), providing that such event packages are a part of a contract for services which shall include the rental of at least one sleeping room and shall not constitute a separate commercial use. Event packages permitted to be sold by this section shall be subject to the following requirements:
 - (a) Events resulting from the sale of event packages (events) and all sales related to it shall be contracted by a guest of the B&B and shall include, at a minimum, the rental of at least one sleeping room in the B&B.



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- (b) Attendance at events shall be limited to the maximum occupancy numbers permitted by the Talbot County Fire Marshal or 50 persons, whichever is less.
 - (c) Food and beverages shall be consumed on the premises during the event.
 - (d) All services associated with the event and all goods used or consumed during the event shall be made a part of the event package contract. There shall be no cash bar or other goods, or services sold directly to the event attendees or any direct retail sales outside of the event package.
 - (e) The premises so leased shall not include the owner or resident manager's dwelling unit.
 - (f) Events permitted herein shall begin no earlier than 8:00 a.m., including setup and preparation, and shall end no later than 9:00 p.m., including cleanup of the exterior premises of the B&B (if necessary).
 - (g) All items and services sold as part of an event package shall be subject to all required federal, state, and local permits.
 - (h) Commercial vehicles related to the services associated with events shall not park on the street except to unload and load equipment and supplies.
 - (i) The kitchen (s) may be used to prepare food served at the event.
- (2) Limited sale of items related to the establishment and solely for purchase by guests, e.g., coffee cups, tee shirts, and the like bearing the name or logo of the bed and breakfast is permitted.



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CERTIFICATION: *I/WE certify that all the information noted herein and in any attached documents is true and correct. I understand that in accordance with the St. Michaels Zoning Ordinance Chapter 340 the Town may decline to issue or may suspend or revoke a Bed & Breakfast Rental license due to any false, inaccurate, or misrepresentation in this application or other registration. I understand that officers or officials of the Town will conduct an annual inspection of my property, subject to my right to require an administrative warrant, for the purpose of ensuring compliance with all regulations, restrictions and limitations on the establishment and operation of a Bed & Breakfast.*

ACKNOWLEDGEMENT: *I/WE ACKNOWLEDGE the receipt of the submittal requirements/or an application to operate a Bed & Breakfast in limited areas within residential zone R-2 district, and the off-street parking requirements related thereto.*

Signature of Owner: _____

Date: _____

For Office Use:

Reviewed and approved:

Name/Title

Signature

Date: _____