



## Why Address Short Term Rentals?

The purpose of this regulation change is to establish Short Term Rentals as a legal use and define a process for approval and enforcement. Four key areas are included below:

- 1) Zoning Regulations**
- 2) Licenses & Permits**
- 3) Fee Structure**
- 4) Enforcement & Appeals**

### Code of Ordinance Changes

#### Amends Section 13 of the Code of Ordinances to:

- Define Short Term Rentals
- Process for obtaining a Special Fee License
  - Fee structure
  - Required information submittal
- Special Fee License enforcement
  - Administrative Hearing Board subpoena authority
  - Penalty structure
  - Appeals process
- Application of Transient Room Tax and Occupational License Fees
- Creation of Short Term Rental licensee duties and obligations
- Establishment of licensee advertising information requirements for online rental platforms

### Zoning Ordinance Changes

#### Amendments to the Zoning Ordinance:

**Article 1:** Create definition for Short Term Rental as a use, with distinctions for both Hosted and Un-Hosted units.

**Article 3:** General regulations for Short Term Rentals that determine the number of permissible Short Term Rentals based on:

- *Four Zoning Categories:*
  - Single Family Residential Zones
  - Multi-family Residential Zones
  - Business Zones that allow dwelling units
  - Business Zones that allow dwelling units AND hotels

#### Create two classifications of Short Term Rentals and their approval process:

- Hosted (someone lives on the property) - Allowed as an Accessory Use
- Un-Hosted - Allowed with a Conditional Use Permit from the Board of Adjustment
  - Allowed as Accessory Use in Business Zones that allow dwelling units AND hotels

#### Additional Limitations include:

- Set maximum occupancy limits for each Short Term Rental
- Requirements for Short Term Rentals in detached accessory structures
- Limitation on Short Term Rentals being used for private events
- Prohibition on Short Term Rentals being used for commercial special events
- Board of Adjustment guidance for consideration of Conditional Use applications